

**CHINO VALLEY**  
UNIFIED SCHOOL DISTRICT

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

# BOARD OF EDUCATION AGENDA

**June 29, 2017**

**BOARD OF EDUCATION**

Sylvia Orozco, President

Pamela Feix, Vice President

James Na, Clerk

Irene Hernandez-Blair, Member

Andrew Cruz, Member

—◆◆◆—  
SUPERINTENDENT

Wayne M. Joseph

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5130 Riverside Drive. Chino. California 91710  
[www.chino.k12.ca.us](http://www.chino.k12.ca.us)

# CHINO VALLEY UNIFIED SCHOOL DISTRICT REGULAR MEETING OF THE BOARD OF EDUCATION

District Board Room

5130 Riverside Drive, Chino, CA 91710

4:50 p.m. – Closed Session • 7:00 p.m. – Regular Meeting

June 29, 2017

## AGENDA

- The public is invited to address the Board of Education regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Persons wishing to address the Board are requested to complete and submit to the Administrative Secretary, Board of Education, a "Request to Speak" form available at the entrance to the Board room.
- In compliance with the Americans with Disabilities Act, please contact the Administrative Secretary, Board of Education, if you require modification or accommodation due to a disability.
- Agenda documents that have been distributed to members of the Board of Education less than 72 hours prior to the meeting are available for inspection at the Chino Valley Unified School District Administration Center, 5130 Riverside Drive, Chino, California, during the regular business hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.
- Order of business is approximate and subject to change.

### I. OPENING BUSINESS

#### I.A. CALL TO ORDER – 4:50 P.M.

1. Roll Call
2. Public Comment on Closed Session Items
3. Closed Session

#### Discussion and possible action (times are approximate):

- a. Conference with Legal Counsel - Existing Litigation (Government Code 54954.4(c) and 54956.9 (d)(1): Federal District Court, Case No. EDCV 14-2336-JGB (DTBx) Freedom from Religion Foundation vs. Chino Valley Unified School District Board of Education. (Tyler & Bursch, LLP) (15 minutes)
- b. Conference with Legal Counsel–Anticipated Litigation (Government Code 54956.9 (d)(2) and (e)(1): One possible case. Atkinson, Andelson, Loya, Ruud & Romo) (30 minutes)
- c. Conference with Legal Counsel: Existing Litigation: Government Code 54954.5 (c) and 54956.9 (d)(1): Oxford Preparatory Academy v. Chino Valley Unified School District, et. al. SBC No. CIVDS1710045. (Chidester, Margaret A. & Associates) (10 minutes)
- d. Student Expulsion Matters (Education Code 35146, 48918 (c) & (j): Cases 16/17-52 and 16/17-53. (10 minutes)
- e. Conference with Labor Negotiators (Government Code 54957.6): A.C.T. and CSEA negotiations. Agency designated representatives: Dr. Norm Enfield, Sandra Chen, Dr. Grace Park, Lea Fellows, and Richard Rideout. (15 minutes)
- f. Public Employee Discipline/Dismissal/Release (Government Code 54957): (15 minutes)
- g. Public Employee Appointment (Government Code 54957): JHS Assistant Principal; ES Assistant Principal and Principal; and HS Assistant Principal. (20 minutes)

#### I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.

1. Report Closed Session Action
2. Pledge of Allegiance

#### I.C. EMPLOYEE REPRESENTATIVES' COMMUNICATIONS

- I.D. COMMUNITY LIAISONS' COMMUNICATIONS
- I.E. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA
- I.F. CHANGES AND DELETIONS

**II. DISCUSSION**

**II.A. ADMINISTRATION**

**II.A.1. Superintendent Search Options** Motion \_\_\_\_ Second \_\_\_\_  
 Page 8 Recommend the Board of Education discuss superintendent search options.

**III. ACTION**

**III.A. ADMINISTRATION**

**III.A.1. 2017/2018 Local Control and Accountability Plan** Motion \_\_\_\_ Second \_\_\_\_  
 Page 9 Recommend the Board of Education adopt the 2017/2018 Local Control and Accountability Plan. Vote: Yes \_\_\_\_ No \_\_\_\_

**III.B. BUSINESS SERVICES**

**III.B.1. Adoption of the 2017/2018 Budget** Motion \_\_\_\_ Second \_\_\_\_  
 Page 10 Recommend the Board of Education adopt the 2017/2018 budget for all funds and authorize the Superintendent or designee to sign the 2017/2018 District Certification of Budget Adoption. Vote: Yes \_\_\_\_ No \_\_\_\_

**IV. CONSENT**

Motion \_\_\_ Second \_\_\_

Vote: Yes \_\_\_ No \_\_\_

**IV.A. ADMINISTRATION**

**IV.A.1. Minutes of the Special Meeting of June 8, 2017, and Regular and Special Meetings of June 15, 2017**

Page 12

Recommend the Board of Education approve the minutes of the special meeting of June 8, 2017, and regular and special meetings of June 15, 2017.

**IV.B. BUSINESS SERVICES**

**IV.B.1. Warrant Register**

Page 24

Recommend the Board of Education approve/ratify the warrant register, provided under separate cover.

**IV.B.2. Fundraising Activities**

Page 25

Recommend the Board of Education approve/ratify the fundraising activities.

**IV.B.3. Donations**

Page 33

Recommend the Board of Education accept the donations.

**IV.B.4. Legal Services**

Page 36

Recommend the Board of Education approve payment for legal services to the law offices of McCune & Harber, LLP; and Parker & Covert LLP.

**IV.B.5. Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Page 37

Recommend the Board of Education approve/ratify the applications to operate fundraising activities and other activities for the benefit of students.

**IV.B.6. Resolution 2016/2017-68 Use of 2017/2018 Education Protection Accounts Funds**

Page 39

Recommend the Board of Education adopt Resolutions 2016/2017-68 Use of 2017/2018 Education Protection Account Funds.

**IV.B.7. Resolution 2016/2017-69 Transfers of Appropriations for 2017/2018**

Page 44

Recommend the Board of Education adopt Resolution 2016/2017-69 Transfers of Appropriations for 2017/2018.

**IV.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**IV.C.1. Student Expulsion Cases 16/17-52 and 16/17-53**

Page 46

Recommend the Board of Education approve the student expulsion cases 16/17-52 and 16/17-53.

- IV.C.2. Revision of Board Policy 5131.2 Students—Bullying**  
Page 47 Recommend the Board of Education approve the revision of Board Policy 5131.2 Students—Bullying.
- IV.C.3. School-Sponsored Trips**  
Page 54 Recommend the Board of Education approve/ratify the following school-sponsored trips for: Ayala HS, Chino HS, and Chino Hills HS.
- IV.C.4. Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years**  
Page 56 Recommend the Board of Education approve the Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.
- IV.C.5. Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years**  
Page 59 Recommend the Board of Education approve the Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.
- IV.C.6. New Course Management of Hospitality and Tourism**  
Page 62 Recommend the Board of Education approve the new course Management of Hospitality and Tourism.
- IV.D. FACILITIES, PLANNING, AND OPERATIONS**
- IV.D.1. Purchase Order Register**  
Page 71 Recommend the Board of Education approve/ratify the purchase order register, provided under separate cover.
- IV.D.2. Agreements for Contractor/Consultant Services**  
Page 72 Recommend the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.
- IV.D.3. Surplus/Obsolete Property**  
Page 77 Recommend the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.
- IV.D.4. Notice of Completion for CUPCCAA Projects**  
Page 83 Recommend the Board of Education approve the Notice of Completion for CUPCCAA Projects.
- IV.D.5. Resolutions 2016/2017-67 and 2016/2017-70 for Authorization to Utilize Piggyback Contracts**  
Page 86 Recommend the Board of Education adopt Resolutions 2016/2017-67 and 2016/2017-70 for authorization to utilize piggyback contracts.

**IV.E. HUMAN RESOURCES**

**IV.E.1. Certificated/Classified Personnel Items**

Page 92 Recommend the Board of Education approve/ratify the certificated/classified personnel items.

**IV.E.2. Rejection of Claims**

Page 100 Recommend the Board of Education reject the claims and refer them to the District's insurer adjuster.

**IV.E.3. Graduate and Professional Education Agreement with the University of Redlands**

Page 101 Recommend the Board of Education approve the graduate and professional education agreement with the University of Redlands.

**IV.E.4. Student Teaching Agreement with California State University's CalStateTEACH**

Page 105 Recommend the Board of Education approve the student teaching agreement with California State University's CalStateTEACH.

<p><b>V. INFORMATION</b></p>
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**V.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**V.A.1. Boys Republic HS, Chino Valley Learning Academy, and Chino Valley Adult School Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years**

Page 111 Recommend the Board of Education receive for information the Boys Republic HS, Chino Valley Learning Academy, and Chino Valley Adult School Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**V.A.2. Course Modification to Spanish 3 Honors**

Page 118 Recommend the Board of Education receive for information the course modification to Spanish 3 Honors.

**V.B. HUMAN RESOURCES**

**V.B.1. Revision of Board Policy 4216 Classified Personnel—Probationary/Permanent Status**

Page 125 Recommend the Board of Education receive for information the revision of Board Policy 4216 Classified Personnel—Probationary/Permanent Status.

**VI. COMMUNICATIONS**

**BOARD MEMBERS AND SUPERINTENDENT**

**VII. ADJOURNMENT**

Prepared by: Patricia Kaylor, Administrative Secretary, Board of Education  
Date posted: June 23, 2017



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**SUBJECT: SUPERINTENDENT SEARCH OPTIONS**

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**BACKGROUND**

At the Board's June 15 meeting, Superintendent Joseph announced his retirement from the District in 2018. Pursuant to Board Policy 2120, the Board of Education has a direct responsibility to select and employ the superintendent. Whenever it becomes necessary for the Board to fill a vacancy for the position of superintendent, the Board shall work diligently to employ a person whose management and leadership abilities are most closely aligned with District needs.

**RECOMMENDATION**

It is recommended the Board of Education discuss superintendent search options.

**FISCAL IMPACT**

To be determined.

WMJ:pk



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**SUBJECT: 2017/2018 LOCAL CONTROL AND ACCOUNTABILITY PLAN**

=====  
**BACKGROUND**

The Local Control Funding Formula (LCFF) system requires that each Local Educational Agency (LEA) develop, adopt and annually update a three-year Local Control and Accountability Plan (LCAP). The LCAP is required to identify goals and measure progress for student subgroups (English learners, socioeconomically disadvantaged students, and foster youths) across multiple performance indicators.

Pursuant to Education Codes 52060 and 52066, the LCAP describes the District's overall vision for students, annual goals, and specific actions the District will take to achieve its identified vision and goals. Additionally, the LCAP must focus on eight areas identified as state priorities. The plan also demonstrates how the District's budget will help achieve the goals, and assess each year how well the strategies in the plan were able to improve outcomes. As such, the District is required to annually update its three-year LCAP, as necessary.

The Board conducted a public hearing on this item at its June 15, 2017 meeting. Subsequently, the District is required to submit its LCAP to the San Bernardino County Superintendent of Schools. The approved LCAP becomes effective July 1, 2017. A hardcopy of the draft 2017/2018 LCAP is available in the lobby for public inspection.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education adopt the 2017/2018 Local Control and Accountability Plan.

**FISCAL IMPACT**

An estimated \$30,090,598.00 from General and Restricted Funds.

WMJ:rtt

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services

**SUBJECT: ADOPTION OF THE 2017/2018 BUDGET**

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**BACKGROUND**

In July 2013, Governor Jerry Brown enacted a budget that included a brand new education funding system called the Local Control Funding Formula (LCFF). The LCFF distributed combined resources to school districts through a base grant per unit of average daily attendance with additional supplemental funding allocated to districts based on their proportion of English learners, foster youth, and free and reduced-price meal eligible students. The State's estimated timeframe to fully transition to the new funding formula is 2020/2021.

On May 11, 2017, Governor Brown released the May Revision to his January budget proposal for the 2017/2018 fiscal year. Throughout the current year, state revenues have been soft, falling below projections through April. The May Revision remains silent on the effect of the significant increases in employer costs for the California State Teachers' Retirement System and the California Public Employees' Retirement System.

In his press conference, Governor Brown returned to his theme of fiscal prudence. The May Revision reflects his belief in fiscal restraint and his fear that an economic downturn is inevitable, by proposing to hold the line on new spending. Governor Brown noted that it is the role of government to manage and keep an even keel on spending between good times and bad. Districts are advised to remain focused on stabilizing expenditures, maintaining adequate reserves, and planning to sustain current programs.

The District's proposed budget for 2017/2018 reflects the Governor's proposed LCFF funding and structures included in his May Revision, using the LCFF calculators provided by School Services of California and the San Bernardino County Superintendent of Schools. The proposed budget for 2017/2018 also reflects the actions and services included in the proposed Local Control and Accountability Plan.

Based on the current revenue assumptions and current expenditure plan, the proposed general fund budget for 2017/2018 and two subsequent years will meet the minimum statutory reserve requirement. All other funds are also in balance.

Education Code 52062 requires the Board of Education to conduct a public hearing prior to approving the 2017/2018 budget at its June 29, 2017 meeting. A public hearing was conducted on June 15, 2017. The 2017/2018 Budget is being presented under separate cover. A hard copy is available for public inspection in the School District Lobby of the Chino Valley Unified School District.

Approval of this item supports the goals identified within the District's Strategic Plan.

### **RECOMMENDATION**

It is recommended the Board of Education adopt the 2017/2018 budget for all funds and authorize the Superintendent or designee to sign the 2017/2018 District Certification of Budget Adoption.

WMJ:SHC:LP:wc



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**SPECIAL CLOSED SESSION MEETING OF THE BOARD OF EDUCATION**  
June 8, 2017

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER – 5:30 P.M.**

1. Roll Call

President Orozco called to order the special meeting of the Board of Education, Thursday, June 8, 2017, at 5:30 p.m. with Cruz, Blair, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

Grace Park, Ed.D., Assistant Superintendent, CIIS

Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

2. Pledge of Allegiance

Board member Andrew Cruz led the Pledge of Allegiance.

3. Public Comment on Closed Session Items

Frankie Verduzco addressed the Board regarding welcoming students to public schools; Diane Boudreaux addressed the Board regarding public schools; Steve Holdeman addressed the Board in support of OPA; Sharon Duran addressed the Board in support of the Board's vote to not renew OPA; Mona Hermocillo addressed the Board in support of OPA; Denise Arroyo addressed the Board regarding OPA; and Jenny Blattner addressed the Board in support of OPA.

**I.B. CLOSED SESSION**

President Orozco adjourned to closed session at 5:50 p.m. regarding conference with legal counsel existing litigation.

**I.C. RECONVENE TO OPEN MEETING**

1. Report Closed Session Action

President Orozco reconvened the special meeting of the Board of Education at 7:35 p.m. The Board met in closed session from 5:50 p.m. to 7:35 p.m. regarding conference with legal counsel existing litigation. On motion of Mrs. Feix, seconded by Mr. Na, the Board directed counsel to oppose the injunction and writ litigation by a unanimous vote of 5-0. And on motion of Mr. Na, seconded by Mr. Cruz, the Board directed District counsel to contact Oxford counsel to explore the possibility of a timely resolution to the litigation with Orozco, Na, Cruz voting yes, and Blair, Feix voting no (3-2).

**II. ADJOURNMENT**

President Orozco adjourned the special meeting of the Board of Education at 7:36 p.m.

\_\_\_\_\_  
Sylvia Orozco, President

\_\_\_\_\_  
James Na, Clerk

Recorded by: Patricia Kaylor, Administrative Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
June 15, 2017

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER – 4:30 P.M.**

1. Roll Call

President Orozco called to order the regular meeting of the Board of Education, Thursday, June 15, 2017, at 4:30 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent (absent during closed session)

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

Grace Park, Ed.D., Assistant Superintendent, CIIS

Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

None.

3. Closed Session

President Orozco adjourned to closed session at 4:30 p.m. regarding conference with legal counsel existing litigation; student discipline matters; student readmissions; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; and public employee appointment: Director of Assessment and Instructional Technology, Director of Communications, Director of Risk Management and Human Resources, ES Principal, and JHS Principal.

**I.B. RECONVENE TO REGULAR OPEN MEETING – 7:00 P.M.**

1. Report Closed Session Action

President Orozco reconvened the regular meeting of the Board of Education at 7:00 p.m. The Board met in closed session from 4:30 p.m. to 6:49 p.m. regarding conference with legal counsel existing litigation; student discipline matters; student readmissions; conference with labor negotiators, A.C.T. and CSEA; public employee discipline/dismissal/release; and public

employee appointment: Director of Assessment and Instructional Technology, Director of Communications, Director of Risk Management and Human Resources, ES Principal, and JHS Principal. By a unanimous vote of 5-0 with Blair, Cruz, Feix, Na, and Orozco voting yes, the Board voted to appoint: Zim Law Hoang as Director of Assessment and Instructional Technology effective July 3, 2017; Imee Gacad as Director of Communications effective July 10, 2017; Craig Frame as Director of Risk Management and HR effective June 28, 2017; Randal Buoncristiani as Dickson ES Principal effective July 3, 2017; and Gabriela Rivas-Lopez as Ramona JHS Principal effective July 3, 2017. No further action was taken that required public disclosure.

2. Pledge of Allegiance

Boy Scout Benjamin Mead led the Pledge of Allegiance.

**I.C. PRESENTATIONS**

1. Edison Scholar: Bethy Qin

The recipient did not attend.

2. FairKids/Big Yellow Bus Programs

Natalie Chaidez, FairKids Coordinator provided an overview of the FairKids/Big Yellow Bus programs.

**I.D. EMPLOYEE REPRESENTATIVES' COMMUNICATIONS**

Denise Arroyo, CSEA President, spoke about school being out; spoke about shift changes in security patrol; spoke about the need for more security; commented on last week's special meeting regarding OPA, and said it is her honor to be part of the District.

Yvette Farley, CHAMP President, congratulated newly appointed and promoted administrators; extended thanks to the Board for the employee retirement and service recognition event; thanked Cabinet for its continued support of CHAMP members; and announced CHAMP scholarship recipients: Alexis Melendez and Tyler Stachura (in absentia).

**I.E. COMMUNITY LIAISONS' COMMUNICATIONS**

None.

**I.F. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

Mona Hermocillo, Jenny Blattner, Karen Kabandama, and Anne Jones addressed the Board to thank Members showing an interest in the future of Oxford Preparatory Academy.

**I.G. CHANGES AND DELETIONS**

The following changes were read into the record: Facilities, Planning, and Operations, Item II.C.3., under section 3 of all resolutions (2016/2017-44 through 64), deleted the name ‘Solar City’ and corrected to read ‘Tesla Energy’; CIIS, III.C.1., Student Expulsion Case 16/17-37 amended conditions to include a request for the Student Study Team to consider an emotional and social assessment; and CIIS, Item III.C.7., Adoption of Financial Literacy Course Textbook for Grades 11 and 12, under recommendation, deleted the date 2014 and corrected to read 2018.

<b>II. ACTION</b>
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**II.A. BUSINESS SERVICES**

**II.A.1. Public Hearing Regarding the 2017/2018 Budget**

President Orozco opened the public hearing regarding the 2017/2018 budget at 7:34 p.m. There were no speakers and the hearing was closed at 7:34 p.m.

**II.B. CURRICULUM, INNOVATION, INSTRUCTION, AND SUPPORT**

**II.B.1. Public Hearing Regarding the Local Control and Accountability Plan**

President Orozco opened the public hearing regarding the Local Control and Accountability Plan at 7:34 p.m. There were no speakers and the hearing was closed at 7:34 p.m.

**II.C. FACILITIES, PLANNING, AND OPERATIONS**

**II.C.1. Public Hearing Regarding Adoption of Certain Findings Prerequisite to Award of Energy Service Contracts Per RFP 14-15-11 Solar Photovoltaic Systems at Various Sites Under Government Code Sections 4217.10—4217.8**

President Orozco opened the public hearing regarding adoption of certain findings prerequisite to award of energy service contracts per RFP 14-15-11 Solar Photovoltaic Systems at Various Sites Under Government Code Sections 4217.10—4217.8. at 7:35 p.m. There were no speakers and the hearing was closed at 7:35 p.m.

**II.C.2. Resolution 2016/2017-43, Adopting Notice of California Environmental Quality Act (CEQA) Exemption for Energy Conservation Facilities Projects**

Moved (Na) seconded (Cruz) carried unanimously (5-0) to adopt Resolution 2016/2017-43, Adopting Notice of California Environmental Quality Act (CEQA) Exemption for Energy Conservation Facilities Projects.

**II.C.3. Authorization to Enter into Agreements for Energy Conservation Services with Tesla Energy, Pursuant to Government Code Section 4217.10-18, Making Certain Findings Required for, and Approval of Energy Conservation Services Agreements; and Adoption of: Resolution 2016/2017-44 Borba ES; Resolution 2016/2017-45 Butterfield Ranch ES; Resolution 2016/2017-46 Cattle ES; Resolution 2016/2017-47 Cortez ES; Resolution 2016/2017-48 Country Springs ES; Resolution 2016/2017-49 Dickey ES; Resolution 2016/2017-50 Dickson ES; Resolution 2016/2017-51 Eagle Canyon ES; Resolution 2016/2017-52 Glenmeade ES; Resolution 2016/2017-53 Hidden Trails ES; Resolution 2016/2017-54 Liberty ES; Resolution 2016/2017-55 Litel ES; Resolution 2016/2017-56 Marshall ES; Resolution 2016/2017-57 Newman ES; Resolution 2016/2017-58 Oak Ridge ES; Resolution 2016/2017-59 Rolling Ridge ES; Resolution 2016/2017-60 Briggs K-8; Resolution 2016/2017-61 Canyon Hills JHS; Resolution 2016/2017-62 Townsend JHS; Resolution 2016/2017-63 Woodcrest JHS, and Resolution 2016/2017-64 Alternative Education Center**

Moved (Na) seconded (Cruz) motion carried (4-1, Blair voted no) to adopt the following resolutions providing Authorization to Enter into Agreements for Energy Conservation Services with Tesla Energy, pursuant to Government Code Section 4217.10-18, making certain findings required for, and approval of energy conservation services agreement: 2016/2017-44 Borba ES; 2016/2017-45 Butterfield Ranch ES; 2016/2017-46 Cattle ES; 2016/2017-47 Cortez ES; 2016/2017-48 Country Springs ES; 2016/2017-49 Dickey ES; 2016/2017-50 Dickson ES; 2016/2017-51 Eagle Canyon ES; 2016/2017-52 Glenmeade ES; 2016/2017-53 Hidden Trails ES; 2016/2017-54 Liberty ES; 2016/2017-55 Litel ES; 2016/2017-56 Marshall ES; 2016/2017-57 Newman ES; 2016/2017-58 Oak Ridge ES; 2016/2017-59 Rolling Ridge ES; 2016/2017-60 Briggs K-8; 2016/2017-61 Canyon Hills JHS; 2016/2017-62 Townsend JHS; 2016/2017-63 Woodcrest JHS; 2016/2017-64 Alternative Education Center, as amended.

**II.D. HUMAN RESOURCES**

**II.D.1. Public Notice and Hearing Regarding the District's Initial Bargaining Proposal to the California School Employees Association, Chino Chapter 102, for a Reopener Collective Bargaining Agreement Effective July 1, 2018**

President Orozco opened the public hearing at 7:40 p.m. regarding the District's initial bargaining proposal to the California School Employees Association, Chino Chapter 102, for a Reopener Collective Bargaining Agreement effective July 1, 2018. There were no speakers and the public hearing was closed at 7:40 p.m.

**III. CONSENT**

Moved (Na) seconded (Cruz) carried unanimously (5-0) to approve the consent items, as amended.

**III.A. ADMINISTRATION**

**III.A.1. Minutes of the Regular Meeting of May 18, 2017, and Special Meeting of May 18, 2017**

Approved the minutes of the regular meeting of May 18, 2017, and special meeting of May 18, 2017.

**III.B. BUSINESS SERVICES**

**III.B.1. Warrant Register**

Approved/ratified the warrant register.

**III.B.2. Fundraising Activities**

Approved/ratified the fundraising activities.

**III.B.3. Donations**

Accepted the donations.

**III.B.4. Legal Services**

Approved payment for legal services to the law offices of Atkinson, Andelson, Loya, Ruud, & Romo; and Chidester, Margaret A. & Associates.

**III.B.5. Signature Authorizations for Chino Valley Unified School District**

Approved the signature authorizations for Chino Valley Unified School District.

**III.B.6. Applications to Operate Fundraising Activities and Other Activities for the Benefit of Students**

Approved/ratified the applications to operate fundraising activities and other activities for the benefit of students.

**III.C. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**III.C.1. Student Expulsion Cases 16/17-37, 16/17-46, 16/17-49, and 16/17-51**

Approved the student expulsion cases 16/17-37 (as amended), 16/17-46, 16/17-49, and 16/17-51.

**III.C.2. Student Readmission Cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17**

Approved the student readmission cases 15/16-27, 15/16-44, 16/17-04A, and 16/17-17.

- III.C.3. **2017/2018 Expulsion Hearing Administrative Panel**  
Approved the 2017/2018 Expulsion Hearing Administrative Panel.
- III.C.4. **Non-Colocated Phase II Memorandum of Understanding Between San Bernardino County Workforce Development Board and Workforce Innovation and Opportunity Act One-Stop Partners for San Bernardino County America's Job Center of California System**  
Approved the Non-Colocated Phase II Memorandum of Understanding between San Bernardino County Workforce Development Board and Workforce Innovation and Opportunity Act One-Stop Partners for San Bernardino County America's Job Center of California System.
- III.C.5. **School Sponsored Trips**  
Approved/ratified the following school-sponsored trips for: Ayala HS, Chino HS, and Chino Hills HS.
- III.C.6. **New Course Financial Literacy**  
Approved the new course Financial Literacy.
- III.C.7. **Adoption of Financial Literacy Course Textbook for Grades 11 and 12**  
Approved the adoption of Financial Literacy course textbook for grades 11 and 12, as follows: Gerver, Robert, and Sgroi Richard. 2014, 2018 (as amended). Financial Algebra: Advanced Algebra with Financial Applications. 2<sup>nd</sup> Edition. South-Western Cengage Learning.
- III.C.8. **Designation of California Interscholastic Federation Representatives to League for 2017/2018**  
Approved the Designation of California Interscholastic Federation Representative to League for 2017/2018.
- III.C.9. **Local Agreement for Child Development Services CSPP-7420 and the Adoption of Resolution 2017/2018-42**  
Approved the Local Agreement for Child Development Services CSPP-7420 and the adoption of Resolution 2017/2018-42.
- III.C.10. **Local Agreement for Child Development Services CCTR-7195 and the Adoption of Resolution 2017/2018-65**  
Approved the Local Agreement for Child Development Services CCTR-7195 and the adoption of Resolution 2017/2018-65.
- III.D. **FACILITIES, PLANNING, AND OPERATIONS**
- III.D.1. **Purchase Order Register**  
Approved/ratified the purchase order register.

**III.D.2. Agreements for Contractor/Consultant Services**

Approved/ratified the Agreements for Contractor/Consultant Services.

**III.D.3. Surplus/Obsolete Property**

Declared the District property surplus/obsolete and authorized staff to sell/dispose of said property.

**III.D.4. Notice of Completion for CUPCCA Projects**

Approved the Notice of Completion for CUPCCA Projects.

**III.D.5. Resolutions 2016/2017-39, 2016/2017-40, and 2016/2017-41 for Authorization to Utilize Piggyback Contracts**

Adopted Resolutions 2016/2017-39, 2016/2017-40, and 2016/2017-41 for authorization to utilize piggyback contracts.

**III.E. HUMAN RESOURCES**

**III.E.1. Certificated/Classified Personnel Items**

Approved/ratified the certificated/classified personnel items.

**III.E.2. Rejection of Claims**

Rejected the claims and referred them to the District's insurer adjuster.

**III.E.3. Fieldwork Agreements with California Baptist University and California State University, Los Angeles**

Approved the fieldwork agreements with California Baptist University and California State University, Los Angeles.

**III.E.4. Student Teaching Agreement with Western Governors University**

Approved the student teaching agreement with Western Governors University.

**III.E.5. New Job Description for Licensed Vocational Nurse, and the Revisions of Behavior Intervention Records Assistant; Director, Communications; and Director, Health/Child Development**

Approved the new job description of Licensed Vocational Nurse; authorized the creation of Licensed Vocational Nurse; approved the job description revision of Behavior Intervention Records Assistant; approved the job description revision of Director, Communications; and approved the job description revision of Director, Health/Child Development.

**IV. INFORMATION**

**IV.A. CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT**

**IV.A.1. Revision of Board Policy 5131.2 Students—Bullying**

Received for information the revision of Board Policy 5131.2 Students—Bullying.

**IV.A.2. Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years**

Received for information the Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**IV.A.3. Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 School Years**

Received for information the Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**IV.A.4. New Course Management of Hospitality and Tourism**

Received for information the new course Management of Hospitality and Tourism.

**IV.B. HUMAN RESOURCES**

**IV.B.1. Revision of Board Policy 4216 Classified Personnel—Probationary/Permanent Status**

Received for information the revision of Board Policy 4216 Classified Personnel—Probationary/Permanent Status.

**IV.B.2. New Administrative Regulation 4157.1/4257.1/4357.1 Personnel—Work Related Injuries**

Received for information the new Administrative Regulation 4157.1/4257.1/4357.1 Personnel—Work Related Injuries.

**V. COMMUNICATIONS**

Superintendent Joseph arrived at 7:49 p.m.

**BOARD MEMBERS AND SUPERINTENDENT**

Andrew Cruz said the graduations were amazing; spoke about the future and past and about paying attention to the values of parents; spoke about the culture of achievement and about education producing thinking citizens for present and future generations; thanked Denise Arroyo for addressing the need to be proactive in the safety of our children; spoke about declining enrollment and the conversion of vacant commercial land to new homes; and spoke about remembering public servants.

Irene Hernandez-Blair spoke about the graduations and asked for some form of uniformity and consistency with regard to conducting graduation ceremonies; said that it bothers her that special education students are left to the end of the graduation procession and that it shouldn't happen again; spoke about the LCAP approval at the next meeting and said she is still advocating for peer courses at the high school level, and hopes that music and the arts are not forgotten; and wants to encourage discussion about all principals enforcing discipline regarding the use of racial slurs.

James Na visited Buena Vista HS for the summer school program; said he agreed with Denise Arroyo's comments regarding security needs and the need for resources; and spoke about the hot weather and acknowledged CSEA members for working through it.

Pamela Feix said that all the graduations were wonderful and highlighted Mr. Hampton's efforts for the first Adult School graduation.

Superintendent Joseph announced his retirement plans for 2018.

President Orozco announced retirees on the agenda; shared a note that was sent to the Board regarding the retirement and recognition reception; commended graduation ceremonies; participated in senior award nights at Chino Hills HS and Ayala HS; congratulated Carl Hampton for his first Adult School graduation event; said a Committee of the Arts presentation is coming; spoke about ROP partnering with UPS; and thanked Superintendent Joseph for his years of service.

**VI. ADJOURNMENT**

President Orozco adjourned the regular meeting of the Board of Education at 8:14 p.m.

\_\_\_\_\_  
Sylvia Orozco, President

\_\_\_\_\_  
James Na, Clerk

Recorded by: Patricia Kaylor, Administrative Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SPECIAL CLOSED SESSION MEETING OF THE BOARD OF EDUCATION  
June 15, 2017**

**MINUTES**

<b>I. OPENING BUSINESS</b>
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**I.A. CALL TO ORDER**

1. Roll Call

President Orozco called to order the special closed session meeting of the Board of Education, Thursday, June 15, 2017, at 8:27 p.m. with Blair, Cruz, Feix, Na, and Orozco present.

Administrative Personnel

Wayne M. Joseph, Superintendent

Norm Enfield, Ed.D., Deputy Superintendent

Sandra H. Chen, Assistant Superintendent, Business Services

Lea Fellows, Assistant Superintendent, Human Resources

Grace Park, Ed.D., Assistant Superintendent, CIIS

Gregory J. Stachura, Asst. Supt., Facilities, Planning, & Operations

2. Public Comment on Closed Session Items

Mona Hermocillo and Kyle Williams addressed the Board in support of Oxford Preparatory Academy.

**I.B. CLOSED SESSION**

President Orozco adjourned to closed session at 8:31 p.m. regarding conference with legal counsel existing litigation.

**I.C. RECONVENE TO OPEN MEETING**

1. Report Closed Session Action

President Orozco reconvened the special meeting of the Board of Education at 9:37 p.m. The Board met in closed session from 8:31 p.m. to 9:37 p.m. regarding conference with legal counsel existing litigation. No action was taken that required public disclosure.

<b>II. ADJOURNMENT</b>
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President Orozco adjourned the special closed session meeting of the Board of Education at 9:40 p.m.

\_\_\_\_\_  
Sylvia Orozco, President

\_\_\_\_\_  
James Na, Clerk

June 29, 2017

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services  
**SUBJECT: WARRANT REGISTER**

=====

**BACKGROUND**

Education Code 42650 requires the Board to approve and/or ratify all warrants. These payments are made in the form of warrants, and the warrant (check) form is approved by the County Superintendent.

All items listed are within previously budgeted amounts. There is no fiscal impact beyond currently available appropriations.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the warrant register, provided under separate cover.

**FISCAL IMPACT**

\$679,097.77 to all District funding sources.

WMJ:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services  
**SUBJECT: FUNDRAISING ACTIVITIES**

=====

**BACKGROUND**

Board Policy 3452 Business and Noninstructional Operations – Student Activity Funds and Board Policy 1230 Community Relations – School Connected Organizations require that fundraising activities be submitted to the Board of Education for approval.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the fundraising activities.

**FISCAL IMPACT**

None.

WMJ:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Borba ES</u></b>		
PFA	PFA Membership Drive	8/14/17 - 9/1/17
PFA	Movie Night	9/29/17
PFA	Off Campus Popcorn Sale	10/2/17 - 10/13/17
PFA	Movie Night	12/15/17
PFA	McDonald's Family Night Out	1/19/18
PFA	Book Fair	2/26/18 - 3/2/18
PFA	After School Read Under the Tree Snack Sale	2/28/18
PFA	Father/Daughter Dance	3/16/18
PFA	Yogurtland Family Night Out	3/28/18
PFA	Movie Night	4/20/18
PFA	Kona Ice Sale	5/9/18
PFA	Taco Sale	5/9/18
<b><u>Cattle ES</u></b>		
PFA	It's Yogurt Family Nights Out	8/14/17 - 8/15/17
PFA	After School Ice Cream Sale	8/14/17 - 6/1/18
PFA	School Supplies Sale	8/14/17 - 6/1/18
ASB - 6th Grade	Discount Card Sale	8/28/17 - 9/15/17
ASB	Pencil Sale	8/28/17 - 5/11/18
PFA	Schaefer's Food & Drink Family Nights Out	9/11/17 - 9/14/17
PFA	McDonald's Family Night Out	10/11/17
PFA	Islands Family Nights Out	11/6/17 - 11/10/17
<b><u>Chaparral ES</u></b>		
ASB - 6th Grade	Community Discount Card Sale	8/21/17 - 9/15/17
ASB - 6th Grade	Durable Mixed Bag Sale	10/30/17 - 11/17/17
<b><u>Dickey ES</u></b>		
PTO	PTO Membership Drive	8/14/17 - 6/1/18
PTO	After School Snack Sale	8/14/17 - 6/1/18
PTO	Movie Night	8/14/17 - 6/1/18
PTO	Spirit T-Shirt Sale	8/14/17 - 6/1/18
PTO	Catalog Sale	10/1/17 - 1/30/18

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Glenmeade ES</u></b>		
PTA	PTA Membership Drive	8/11/17 - 6/30/18
PTA	Spirit Items Sale	8/11/17 - 6/30/18
PTA	Merchandise Sale	8/11/17 - 6/30/18
PTA	Shop-A-Roo On-Line Shopping	8/14/17 - 6/30/18
<b><u>Hidden Trails ES</u></b>		
PTA	PTA Membership Drive	8/8/17 - 5/31/18
PTA	Spirit Wear Sale	8/8/17 - 5/31/18
PTA	After School Snack Sale	8/8/17 - 5/31/18
<b><u>Rolling Ridge ES</u></b>		
PTA	PTA Membership Drive	8/10/17 - 5/31/18
PTA	Spirit Clothing Sale	8/10/17 - 5/31/18
PTA	Happy Birthday Wishes Marquee	8/10/17 - 5/31/18
PTA	Smile.amazon.com	8/10/17 - 5/31/18
PTA	Meet Your Teacher Event	8/11/17
PTA	Fall Catalog Sale	8/28/17 - 9/29/17
PTA	Yogurtland Family Night Out	8/30/17
PTA	Family Fun Night	10/20/17
PTA	Scholastic Book Fair	10/30/17 - 11/3/17
PTA	Holiday Boutique	11/28/17 - 11/30/17
PTA	Jog-A-Thon Pledges	3/5/18 - 3/16/18
PTA	Scholastic Book Fair	4/30/18 - 5/4/18
<b><u>Walnut ES</u></b>		
PFA	Box Tops for Education	8/1/17 - 6/1/18
PFA	6th Grade T- Shirt Sale	8/14/17 - 11/1/17
PFA	After School Snack/School Supply Sale	8/14/17 - 5/31/18
PFA	Holiday Gram Sale	8/14/17 - 5/31/18
PFA	Yearbook Sale	8/15/17 - 6/1/18
PFA	Spirit Wear Sale	8/15/17 - 6/1/18
PFA	Fall Festival Refreshment Sale	10/1/17
PFA	Holiday Show Refreshment Sale	12/1/17 - 12/20/17
PFA	Off Campus See's Candy Sale	2/1/18 - 5/1/18

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Briggs K-8</u></b>		
ASB	P.E. Clothing Sale	8/7/17 - 12/20/17
Renaissance	Agenda Sale	8/7/17 - 12/20/17
Renaissance	Spirit Cup Sale	10/9/17 - 11/9/17
Renaissance	Off Campus Candy Sale	11/13/17 - 12/14/17
<b><u>Cal Aero K-8</u></b>		
Flight Crew	PTO Membership Drive	7/6/17 - 6/30/18
Flight Crew	Spirit Wear Sale	7/6/17 - 6/30/18
<b><u>Magnolia JHS</u></b>		
Music Boosters	Fireworks Stand	7/1/17 - 7/4/17
PFA	PFA Membership Drive	8/1/17 - 8/30/17
PFA	Spirit Wear Sale	8/1/17 - 6/30/18
PFA	After School Snack Sale	8/1/17 - 6/30/18
<b><u>Townsend JHS</u></b>		
ASB	Agenda Sale	8/5/17 - 6/5/18
ASB	Velocity "Step-It Up"	8/15/17 - 10/15/17
East Coast Travel Club	Off Campus Candy Sale	8/30/17 - 12/15/17
<b><u>Woodcrest JHS</u></b>		
Athletics	P.E. Clothing Sale	8/1/17 - 6/30/18
<b><u>Ayala HS</u></b>		
BAC Boosters	Music in Motion Program Advertisement Sale	7/1/17 - 10/14/17
Cross Country Boosters	Donation Drive	7/1/17 - 11/1/17
BAC Boosters	Amazon Smile	7/1/17 - 6/30/18
BAC Boosters	SMG Catering	7/1/17 - 6/30/18
BAC Boosters	Reusable Mixed Bag Sale	7/1/17 - 6/30/18
BAC Boosters	Scrip Discount Card Sale	7/1/17 - 6/30/18
BAC Boosters	Band Merchandise Sale	7/1/17 - 6/30/18
Boys Water Polo Boosters	Chipotle Family Night Out	7/12/17
Spirit Team Boosters	Applebee's Breakfast	7/22/17

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Ayala HS</u></b> (cont.)		
Spirit Team Boosters	Juice-It-Up Family Nights Out	7/23/17 - 7/26/17
BAC Boosters	Clothing Drive	7/24/17 - 8/7/17
BAC Boosters	March-A-Thon Pledges	7/24/17 - 8/9/17
BAC Boosters	Jamba Juice Band Night Out	7/27/17
BAC Boosters	Penny Wars	7/31/17 - 8/4/17
Grad Night 2018 Boosters	Scrip Discount Card Sale	8/1/17 - 6/1/18
Grad Night 2018 Boosters	After School Juice-It-Up Sale	8/1/17 - 6/1/18
BAC Boosters	JoJo's Pizza Band Night Out	8/4/17
BAC Boosters	Silent Auction	8/8/17
Football Boosters	Season Kick-Off BBG	8/12/17
Grad Night 2018 Boosters	Pieology Family Night Out	8/18/17
Girls Basketball Boosters	Shoe Donation Drive	8/21/17 - 9/15/17
Spirit Team Boosters	JV Games Snack Bar	8/24/17 - 11/18/17
Mock Trial Club	Chipotle Family Night Out	9/7/17
Grad Night 2018 Boosters	Jersey Mike's Family Night Out	9/18/17
Girls Basketball Boosters	Cannataro's Family Night Out	9/21/17
Boys Water Polo Boosters	Pancake Breakfast	9/30/17
Boys Water Polo Boosters	Tahoe Joe's Day	10/18/17
Grad Night 2018 Boosters	Stussy Clothing Sale	11/4/17
Track & Field Boosters	Spirit Pack Donation	12/1/17 - 4/1/18
Track & Field Boosters	Clothing Drive	12/1/17 - 4/30/18
Grad Night 2018 Boosters	Smashburger Family Night Out	12/18/17
Track & Field Boosters	Community Discount Card Sale	12/30/17 - 4/30/18
Grad Night 2018 Boosters	Bruxie Family Night Out	1/18/18
Boys Golf Club Boosters	Chipotle Family Night Out	2/2/18
Boys Golf Club Boosters	Closest to the Pin	3/3/18
Grad Night 2018 Boosters	Stussy Clothing Sale	3/25/18
Boys Golf Club Boosters	Chipotle Family Night Out	4/6/18
Grad Night 2018 Boosters	Chipotle Family Night Out	4/18/18
Cross Country Boosters	All Comers Track Meet	5/12/18

**Chino HS**

Pep Squad Boosters	Fireworks Stand	7/1/17 - 7/4/17
CHAPSS	Fireworks Stand	7/1/17 - 7/4/17
Chino Cowboy Huddle	Fireworks Stand	7/1/17 - 7/4/17
Basketball Boosters	Fireworks Stand	7/1/17 - 7/4/17
Sports Boosters	Fireworks Stand	7/1/17 - 7/4/17
Band Boosters	Fireworks Stand	7/1/17 - 7/4/17
Band Boosters	Popcorn Sale	7/1/17 - 7/30/17

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Chino HS</u></b> (cont.)		
Band Boosters	March-A-Thon Pledge Drive	7/1/17 - 5/31/18
Band Boosters	Sponsorship Drive	7/1/17 - 5/31/18
Chino Cowboy Huddle	Sponsorship Drive	7/9/17 - 12/31/17
Sports Boosters	Girls & Boys Golf Summer Camp	7/12/17 - 7/20/17
Sports Boosters	Volleyball - Life Stream/Blood Drive	7/14/17
Chino Cowboy Huddle	Cannataro's Family Night Out	7/21/17
Chino Cowboy Huddle	Applebee's Pancake Breakfast	7/25/17
Band Boosters	After School Snack Sale	7/25/17 - 6/10/18
Band Boosters	Yankee Candle Sale	8/1/17 - 8/30/17
Chino Cowboy Huddle	Football Apparel Sale	8/1/17 - 12/31/17
Chino Cowboy Huddle	Football Games Preferred Parking Sale	8/1/17 - 12/31/17
Chino Cowboy Huddle	Spirit Wear Sale	8/1/17 - 3/31/18
Chino Cowboy Huddle	Football Program Sale	8/1/17 - 3/31/18
Sports Boosters	Fancloth Sale	8/14/17 - 8/25/17
Sports Boosters	Volleyball - SnapRaise Donation Drive	8/14/17 - 8/29/17
Sports Boosters	Girls Basketball - Off Campus Candy Sale	8/28/17 - 9/5/17
Band Boosters	Reusable Mixed Bag Sale	9/1/17 - 9/30/17
Drama Boosters	Off Campus See's Candy Sale	9/2/17 - 6/1/18
Drama Boosters	Snack Bar at Drama Events	9/2/17 - 6/1/18
Sports Boosters	Girls Basketball - SnapRaise Donation Drive	9/11/17 - 10/11/17
Drama Boosters	Monthly Family Nights Out	9/15/17 - 5/15/18
Band Boosters	Off Campus Caramel Apples & Fudge Sale	10/1/17 - 10/31/17
Band Boosters	Off Campus See's Candy Sale	11/1/17 - 11/30/17
Band Boosters	Off Campus Popcorn Sale	1/1/18 - 1/3/18
Band Boosters	Off Campus See's Candy Sale	2/1/18 - 2/28/17
Band Boosters	Yankee Candle Sale	3/1/18 - 3/31/18
Band Boosters	Reusable Mixed Bag Sale	4/1/18 - 4/30/18
Band Boosters	T-Shirt Sale	5/1/18 - 5/30/18
Band Boosters	Spirit Cup Sale	6/1/18 - 6/30/18

**Chino Hills HS**

Spirit Leaders Boosters	Legends Concessions	7/1/17 - 12/30/17
Football Boosters	Donation Drive	7/1/17 - 12/31/17
Football Boosters	Off Campus Krispy Kreme Sale	7/10/17 - 7/31/17
Football Boosters	Future Stars Combine & Power Camp	7/22/17
Spirit Leaders Boosters	Snack Bar @ Thursday Football Games	8/1/17 - 11/1/17
Spirit Leaders Boosters	Pizza Sale @ Friday Night Football Games	8/1/17 - 11/1/17
Spirit Leaders Boosters	Insulated Tumbler Sale	8/1/17 - 11/1/17
Aquatics Committee	Snack Bar @ Swim Events	8/1/17 - 12/31/17

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>SITE/DEPARTMENT</u>	<u>ACTIVITY/DESCRIPTION</u>	<u>DATE</u>
<b><u>Chino Hills HS</u></b> (cont.)		
Spirit Leaders Boosters	Scrip Sale	8/1/17 - 6/1/18
ASB	Parking Permit Sale	8/1/17 - 10/1/18
Spirit Leaders Boosters	Jr. Spirit Leader Camp	8/5/17
Football Boosters	Friday Night Snack Sale	8/18/17 - 12/1/17
Spirit Leaders Boosters	Orange County Register Subscription Sale	9/1/17 - 9/30/17
Aquatics Committee	Boys Waterpolo Tournaments	9/1/17 - 10/31/17
Spirit Leaders Boosters	Donation Drive	10/1/17 - 10/31/17
Spirit Leaders Boosters	Tahoe Joe's Family Night Out	10/14/17
Spirit Leaders Boosters	Competition Showcase	12/8/17
<b><u>Don Lugo HS</u></b>		
Performing Arts Boosters	Fireworks Stand	7/1/17 - 7/4/17
Grad Night 2018	Fireworks Stand	7/1/17 - 7/4/17
Grad Night 2018	Concerts in the Park Snack Bar	7/1/17 - 7/20/17
All Sports Boosters	Football - Harkins Movie Ticket Sale	7/1/17 - 7/31/17
Spirit Boosters	Paint Nights - "Paint & Take"	7/1/17 - 1/29/18
Grad Night 2018	Donation Drive	7/1/17 - 5/31/18
All Sports Boosters	Football - Monthly Restaurant Days	7/1/17 - 5/31/18
Spirit Boosters	Monthly Restaurant Days	7/1/17 - 5/31/18
All Sports Boosters	Football - Player Banner Sale	7/15/17 - 8/2/17
Grad Night 2018	Parking Permit Sale	8/14/17 - 5/30/18
Performing Arts Boosters	Thursdays Monthly Restaurant Days	8/17/17 - 5/17/18
Grad Night 2018	Pieology Family Night Out	8/24/17
Grad Night 2018	T-Shirt Sale	8/31/17 - 12/1/17
Spirit Boosters	Fall Cheer Clinic	9/2/17
Grad Night 2018	Off Campus Car Wash	9/16/17
Grad Night 2018	Applebee's Pancake Breakfast	9/23/17
All Sports Boosters	Football - Clothing Drive	9/30/17
Spirit Boosters	After School Krispy Kreme Donut Sale	10/8/17 - 10/15/17
All Sports Boosters	Football I-Tahoe Joe's Dinner Ticket Sale	10/11/17 - 10/18/17
Grad Night 2018	Chick-fil-A Family Night Out	10/19/17
Grad Night 2018	Chipotle Family Night Out	11/16/17
Performing Arts Boosters	Winter Dance Show Snack Bar	2/6/17 - 12/7/17
Grad Night 2018	Off Campus Christmas Boutique	12/14/17
Grad Night 2018	Cannataro's Family Night Out	12/14/17
Grad Night 2018	Angel Ticket Voucher Sale	1/15/18 - 2/15/18
Grad Night 2018	Black Bear Diner	1/18/18
Grad Night 2018	Off Campus Krispy Kreme Sale	2/1/18 - 2/15/18
Grad Night 2018	Clothing Drive	2/1/18 - 3/1/18

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<b><u>SITE/DEPARTMENT</u></b>	<b><u>ACTIVITY/DESCRIPTION</u></b>	<b><u>DATE</u></b>
<b><u>Don Lugo HS</u></b> (cont.)		
Grad Night 2018	Yorgurtland Family Night Out	2/15/18
Grad Night 2018	Philly's Best	3/15/18
Grad Night 2018	Buffalo Wild Wings Family Night Out	4/19/18
Performing Arts Boosters	Spring Dance Show Snack Bar	5/16/18
Grad Night 2018	Grandma Pucci's Family Night Out	5/17/18

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services  
**SUBJECT: DONATIONS**

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**BACKGROUND**

Board Policy 3290 Business and Noninstructional Operations - Gifts, Grants, and Bequests states the Board of Education may accept any bequest or gift of money or property on behalf of the District. All gifts, grants, and bequests shall become property of the District. Use of the gift shall not be impaired by restrictions or conditions imposed by the donor. Approximate values are determined by the donor.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education accept the donations.

**FISCAL IMPACT**

Any cost for repairs of donated equipment will be a site expense.

WMJ:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<b><u>HOPE Program</u></b>		
Northwestern Mutual Foundation	Cash	\$1,000.00
<b><u>Cattle ES</u></b>		
Kula Foundation	Cash	\$25.77
<b><u>Hidden Trails ES</u></b>		
Truist	Cash	\$15.00
Kula Foundation	Cash	\$26.90
Scholastic Inc.	Cash	\$56.96
ESL4Asia Educational Services	Cash	\$500.00
ASD.com, Inc.	Cash	\$524.79
<b><u>Rhodes ES</u></b>		
Wells Fargo	Cash	\$180.00
<b><u>Wickman ES</u></b>		
Wells Fargo	Cash	\$50.00
<b><u>Canyon Hills JHS</u></b>		
Gerald & Elaine Zuhlke	Cash	\$300.00
Christie Ladia	Cash	\$300.00
Jay & Heather Zuhlke	Cash	\$300.00
David Li & Rebecca Tang	Cash	\$400.00
<b><u>Chino Hills HS</u></b>		
YourCause	Cash	\$5.00
Edison International	Cash	\$60.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**June 29, 2017**

<u>DEPARTMENT/SITE DONOR</u>	<u>ITEM DONATED</u>	<u>APPROXIMATE VALUE</u>
<b><u>Don Lugo HS</u></b>		
Derwin Chu & Zoe Williams	Cash	\$100.00
R & R Auto Marine	Cash	\$114.00

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**  
**Our Motto:**  
 Student Achievement • Safe Schools • Positive School Climate  
 Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
 Liz Pensick, Director, Business Services

**SUBJECT: LEGAL SERVICES**

=====

**BACKGROUND**

The following law firms provide services to the Chino Valley Unified School District and have submitted their invoices. The current invoice amounts, along with the fiscal year-to-date totals for each individual law firm, are listed below.

FIRM	MONTH	INVOICE AMOUNTS	2016/2017 YEAR-TO-DATE
Atkinson, Andelson, Loya, Ruud & Romo	-	-	\$ 181,865.60
Chidester, Margaret A. & Associates	-	-	\$1,006,356.83
McCune & Harber, LLP	April/May 2017	\$ 108.00	\$ 7,682.41
Parker & Covert LLP	May 2017	\$ 867.00	\$ 2,091.00
	<b>Total</b>	<b>\$ 975.00</b>	<b>\$1,197,995.84</b>

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve payment for legal services to the law offices of McCune & Harber, LLP; and Parker & Covert LLP.

**FISCAL IMPACT**

\$975.00 to the General Fund.

WMJ:SHC:LP:wc

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services

**SUBJECT: APPLICATIONS TO OPERATE FUNDRAISING ACTIVITIES AND  
OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

=====

**BACKGROUND**

Administrative Regulation 1230 Community Relations – School Connected Organizations requires that any person or group of people desiring to raise money to benefit a student or students at one or more schools within the District shall request authorization to operate by applying to the Chino Valley Unified School District Board of Education.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the applications to operate fundraising activities and other activities for the benefit of students.

**FISCAL IMPACT**

None.

WMJ:SHC:LP:wc

CHINO VALLEY UNIFIED SCHOOL DISTRICT  
June 29, 2017

**AUTHORIZATION TO OPERATE FUNDRAISING ACTIVITIES  
AND OTHER ACTIVITIES FOR THE BENEFIT OF STUDENTS**

**Elementary Schools**

Dickey  
Eagle Canyon  
Glenmeade  
Hidden Trails  
Litel  
Rolling Ridge  
Walnut

**Organization**

PTO  
PTA  
PTA  
PTA  
PTA  
PTA  
PFA

**Jr. High Schools**

Cal Aero K-8  
Canyon Hills  
Magnolia

**Organization**

Flight Crew  
PTSA  
PFA

**High Schools**

Ayala  
Chino  
Don Lugo  
Don Lugo  
Don Lugo  
Don Lugo  
Don Lugo

**Organization**

Theater Arts Boosters  
Pep Squad Boosters  
Grad Night 2018 Boosters  
All Sports Boosters  
Band Boosters  
Performing Arts Boosters  
Spirit Boosters

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services

**SUBJECT: RESOLUTION 2016/2017-68 USE OF 2017/2018 EDUCATION PROTECTION ACCOUNT FUNDS**

=====

**BACKGROUND**

Proposition 30 and Proposition 55 were approved by the voters in California on November 6, 2012, and November 8, 2016, respectively. Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012 through December 31, 2017. Proposition 55 added Article XIII, Section 36 (e) to the California Constitution effective November 8, 2016, commencing on January 1, 2018.

Article XIII, (e) created in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36 (f). Before June 30 of each year, the Superintendent or designee shall estimate the total amount of revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36 (f) that will be available for transfer in the Education Protection Account during the next fiscal year.

In accordance with Article XIII, Section 36, a public meeting must be held on how the Education Protection Account money will be spent. In compliance with Article XIII, Section 36 (e) monies received from the Education Protection Account will be spent as identified in the attachment.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2016/2017-68 Use of 2017/2018 Education Protection Account Funds.

## **FISCAL IMPACT**

Education Protection Account Funds will be restricted to instruction purpose only.

WMJ:SHC:LP:wc

**Chino Valley Unified School District  
Resolution 2016/17-68  
Use of Education Protection Account Funds**

**WHEREAS**, the voters approved Proposition 30 on November 6, 2012, and Proposition 55 on November 8, 2016;

**WHEREAS**, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012, (sun setting 12/31/17) and Proposition 55 Article XIII, Section 36(e) to the California Constitution effective November 8, 2016, (commencing 1/1/18);

**WHEREAS**, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

**WHEREAS**, before June 30<sup>th</sup> of each year, the Superintendent or designee shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

**WHEREAS**, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

**WHEREAS**, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

**WHEREAS**, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

**WHEREAS**, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

**WHEREAS**, the Board of Education shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

**WHEREAS**, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

**WHEREAS**, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

**WHEREAS**, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution; and

**WHEREAS**, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Chino Valley Unified School District Board of Education.

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the Chino Valley Unified School District Board of Education has determined to spend the monies received from the Education Protection Act as attached.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 29<sup>th</sup> day of June 2017 at Chino, California.

---

Wayne M. Joseph, Superintendent  
Secretary, Board of Education

2017/2018 Education Protection Account  
Program by Resource Report  
Expenditures by Function - Detail

**Expenditures through: June 30, 2018**  
**For Fund 01, Resource 1400 Education Protection Account**

Description	Object Codes	Amount
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	33,463,655.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
<b>TOTAL AVAILABLE</b>		<b>33,463,655.00</b>
<b>EXPENDITURES AND OTHER FINANCING USES</b>		
<b>(Objects 1000-7999)</b>		
Instruction	1000-1999	33,463,655.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>33,463,655.00</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Sandra H. Chen, Assistant Superintendent, Business Services  
Liz Pensick, Director, Business Services  
**SUBJECT: RESOLUTION 2016/2017-69 TRANSFERS OF APPROPRIATIONS  
FOR 2017/2018**

=====

**BACKGROUND**

Pursuant to Education Code 42600 through 42602, school districts are required to approve a resolution for budget transfers and adjustments and file it with the San Bernardino County Superintendent of Schools each year.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolution 2016/2017-69 Transfers of Appropriations for 2017/2018.

**FISCAL IMPACT**

None.

WMJ:SHC:LP:wc

**Chino Valley Unified School District  
Resolution 2016/2017-69  
Transfers of Appropriations for 2016/2017**

**WHEREAS**, the Board of Education of the Chino Valley Unified School District has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses;

**WHEREAS**, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

**WHEREAS**, the Board of Education of the Chino Valley Unified School District has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up to date with accurate uncommitted balances.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to Education Code Sections 42600 through 42602, the Chino Valley Unified School District may appropriate any such funds, identify and make such transfers as needed throughout the 2017/2018 fiscal year.

**BE IT FURTHER RESOLVED** the Board of Education of the Chino Valley Unified School District authorizes staff to process the necessary transfers of appropriation to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 29<sup>th</sup> day of June 2017 at Chino, California.

---

Wayne M. Joseph, Superintendent  
Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Norm Enfield, Ed.D., Deputy Superintendent  
Stephanie Johnson, Director, Student Support Services  
**SUBJECT: STUDENT EXPLUSION CASES 16/17-52 AND 16/17-53**

=====

**BACKGROUND**

The Board of Education has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student’s presence causes a continuing danger to him/herself or others.

A student may be expelled only by the Board of Education. The Board shall expel, as required by law, any student found to have committed certain offenses listed in Education Code 48915.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

Based upon the recommendation of the Expulsion Hearing Administrative Panel, it is recommended the Board of Education approve student expulsion cases 16/17-52 and 16/17-53.

**FISCAL IMPACT**

None.

WMJ:NE:SJ:ss

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Norm Enfield, Ed.D., Deputy Superintendent  
Stephanie Johnson, Director, Student Support Services  
**SUBJECT: REVISION OF BOARD POLICY 5131.2 STUDENTS - BULLYING**

=====

**BACKGROUND**

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 5131.2 Students – Bullying is being revised to insert the word “shall” in the second paragraph. This item was presented to the Board on June 15, 2017, for information.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the revision of Board Policy 5131.2 Students – Bullying.

**FISCAL IMPACT**

None.

WMJ:NE:SJ:smr

**BULLYING**

The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group SHALL, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 – Conduct)  
(cf. 5136 – Gangs)  
(cf. 5145.3 – Nondiscrimination/Harassment of Students)  
(cf. 5145.7 – Sexual Harassment)  
(cf. 5145.9 – Hate-Motivated Behavior)

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 – Freedom of Speech/Expression)

Strategies for addressing bullying in District schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plans, the local control and accountability plan, and other applicable District and school plans.

(cf. 0420 – School Plans/Site Councils)  
(cf. 0450 – Comprehensive Safety Plan)  
(cf. 0460 – Local Control and Accountability Plan)  
(cf. 1220 – Citizen Advisory Committees)  
(cf. 1400 – Relations between Other Governmental Agencies and the Schools)  
(cf. 6020 – Parent Involvement)

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

## **BULLYING (cont.)**

### **Bullying Prevention**

To the extent possible, District schools shall focus on prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of District and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

(cf. 5137 – Positive School Climate)

As appropriate, the District shall provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6142.8 – Comprehensive Health Education)  
(cf. 6142.94 – History/Social Science Instruction)  
(cf. 6163.4 – Student Use of Technology)

Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective response.

(cf. 4131 – Staff Development)  
(cf. 4231 – Staff Development)  
(cf. 4331 – Staff Development)

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

### **Intervention**

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

**BULLYING** (cont.)

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 – Guidance/Counseling Services)

**Report and Filing of Complaints**

Any complaint of bullying, whether it is discriminatory or nondiscriminatory, shall be investigated and resolved in accordance with law and the District's site level grievance procedure specified in Administrative Regulation 5145.7.

The Board of Education designates the following position as the District compliance officer and designee regarding student-on-student bullying complaints:

Stephanie Johnson  
Director, Student Support Services  
13453 Ramona Avenue, Chino, CA 91710  
(909) 628-1201 ext. 7750

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or District compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the Director of Student Support Services.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

**BULLYING** (cont.)

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee also may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or Director of Student Support Services shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 5145.7 Sexual Harassment Site Level Grievance Procedure. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

**Investigation and Resolution of Complaints**

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the District's Site Level Grievance Procedure specified in AR 5145.7.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

**Discipline**

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with District policies and regulations.

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 – Behavioral Interventions for Special Education Students)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 – Dismissal/Suspension/Disciplinary Action)

## **BULLYING (cont.)**

### **Legal Reference:**

#### EDUCATION CODE

200-262.4 Prohibition of discrimination  
32282 Comprehensive safety plan  
32283.5 Bullying; online training  
35181 Governing board policy on responsibilities of students  
35291-35291.5 Rules  
48900-48925 Suspension or expulsion  
48985 Translation of notices  
52060-52077 Local control and accountability plan

#### PENAL CODE

422.55 Definition of hate crime  
647 Use of camera or other instrument to invade person's privacy; misdemeanor  
647.7 Use of camera or other instrument to invade person's privacy; punishment  
653.2 Electronic communication devices, threats to safety

#### CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

#### UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

#### CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

#### CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504  
106.8 Designation of responsible employee for Title IX  
110.25 Notification of nondiscrimination on the basis of age

#### COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062  
J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094  
Lavine v. Blaine School District, (2002) 279 F.3d 719

### **Management Resources:**

#### CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014  
Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014  
Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012  
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011  
Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009  
Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten through Grade Twelve, 2008

Bullying at School, 2003

#### U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013  
Dear Colleague Letter: Harassment and Bullying, October 2010

**BULLYING** (cont.)

WEBSITES

California School Boards Association: [www.csba.org](http://www.csba.org)  
California Department of Education, Safe Schools Office: [www.cde.ca.gov/lr/ss](http://www.cde.ca.gov/lr/ss)  
Common Sense Media: [www.commonsensemedia.org](http://www.commonsensemedia.org)  
National School Safety Center: [www.schoolsafety.us](http://www.schoolsafety.us)  
ON[the]LINE, digital citizenship resources: [www.onthelineca.org](http://www.onthelineca.org)  
U.S. Department of Education: [www.ed.gov](http://www.ed.gov)

**Chino Valley Unified School District**

Policy adopted: June 14, 2012

Revised: November 5, 2015

Revised: September 15, 2016

REVISED:

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

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Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
**SUBJECT: SCHOOL-SPONSORED TRIPS**

=====

**BACKGROUND**

The Board of Education recognizes that school-sponsored trips are an important component of a student’s development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the District’s course of study or school related social, educational, cultural, athletic, school band activities, or other extracurricular or cocurricular activities. Resources will be identified and established at the school site to assist economically disadvantaged students in obtaining funding for field trips and, in some cases, student travel. School sponsored trips that require overnight stay or are in excess of 250 miles (one way) require board approval.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the following school-sponsored trips for:

<b>School-Sponsored Trips</b>	<b>Date</b>	<b>Fiscal Impact</b>
Site: Ayala HS Event: Production and Performance Summer Retreat Place: Big Bear, CA Chaperone: 14 students/5 chaperones	July 10-12, 2017	Cost: \$130.00 per student Funding Source: Parents
Site: Ayala HS Event: Boys and Girls Cross Country Big Bear Running Camp Place: Big Bear Lake, CA Chaperone: 30 students/9 chaperones	July 23-28, 2017	Cost: \$350.00 per student Funding Source: Parents

Site: Chino HS Event: Universal Cheerleaders Association Cheer Camp Place: Palm Desert, CA Chaperone: 24 students/3 chaperones	July 24-27, 2017	Cost: \$500.00 per student Funding Source: Boosters
Site: Chino Hills HS Event: United Spirit Association Showtime Camp Spiritleaders Place: Palm Springs, CA Chaperone: 47 students/4 chaperones	July 17-20, 2017	Cost: \$467.00 per student Funding Source: Boosters
Site: Chino Hills HS Event: U.S. Spiritleaders Camp Place: Costa Mesa, CA Chaperone: 35 students/4 chaperones	July 27-30, 2017	Cost: \$450.00 per student Funding Source: Boosters

**FISCAL IMPACT**

None.

WMJ:GP:rtt

**Chino Valley Unified School District**

**Our Motto:**

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**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: STUDENT ATTENDANCE CALENDARS FOR THE 2018/2019 AND 2019/2020 SCHOOL YEARS**

=====

**BACKGROUND**

The Student Attendance Calendar is adopted sufficiently in advance of the new school year in order to provide community stakeholders with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendars at this time permits the District to meet with exclusive representatives of the District’s certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law. These items were presented to the Board of Education on June 15, 2017, as information.

This item was presented to the Calendar Committee.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**FISCAL IMPACT**

None.

WMJ:GP:rtt

Chino Valley Unified School District  
**2018-2019 STUDENT ATTENDANCE CALENDAR**  
 180 School Days – Traditional

**JULY 2018**

S	M	T	W	Th	F	S
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**AUGUST 2018**

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**SEPTEMBER 2018**

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**OCTOBER 2018**

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**NOVEMBER 2018**

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**DECEMBER 2018**

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**JANUARY 2019**

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**FEBRUARY 2019**

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**MARCH 2019**

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**APRIL 2019**

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**MAY 2019**

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**IMPORTANT DATES**

July 4	Independence Day	Jan 21	Martin Luther King Day	 First day of School  Last Day of School
Aug 7-8	● New Teacher Workday	Feb 11	Lincoln's Birthday	
Aug 9	X TK-6 Teacher Workday	Feb 18	Washington's Birthday	 Legal Holiday  School Closed
Aug 10	○ All Teacher Workday	March 22	School Closed	
Aug 13	First Day of School	March 25-29	Spring Break	
Sept 3	Labor Day	April 19	School Closed	
Nov 12	Veterans' Day observed	May 27	Memorial Day	
Nov 19-23	Thanksgiving Break	May 30	Last Day of School	
Dec 21	△ 7-12 Teacher Workday/TK-12 Non-School Day	May 31	○ All Teacher Workday	
Dec 21-Jan 4	Christmas/Winter Break			

Chino Valley Unified School District  
**2019-2020 STUDENT ATTENDANCE CALENDAR**  
 180 School Days – Traditional

**JULY 2019**

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**AUGUST 2019**

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**SEPTEMBER 2019**

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**OCTOBER 2019**

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**NOVEMBER 2019**

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**DECEMBER 2019**

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**JANUARY 2020**

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**FEBRUARY 2020**

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**MARCH 2020**

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**APRIL 2020**

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**MAY 2020**

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**JUNE 2020**

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Dec 20	△ 7-12 Teacher Workday/TK-12 Non-School Day	May 29	○ All Teacher Workday	
Dec 20-Jan 3	Christmas/Winter Break			

**Chino Valley Unified School District**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: CAL AERO PRESERVE ACADEMY MULTI TRACK YEAR ROUND STUDENT ATTENDANCE CALENDARS FOR THE 2018/2019 AND 2019/2020 SCHOOL YEARS**

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**BACKGROUND**

The Student Attendance Calendar is adopted sufficiently in advance of the new school year in order to provide community stakeholders with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendars at this time permits the District to meet with exclusive representatives of the District’s certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law. These items were presented to the Board of Education on June 15, 2017, as information.

This item was presented to the Calendar Committee.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

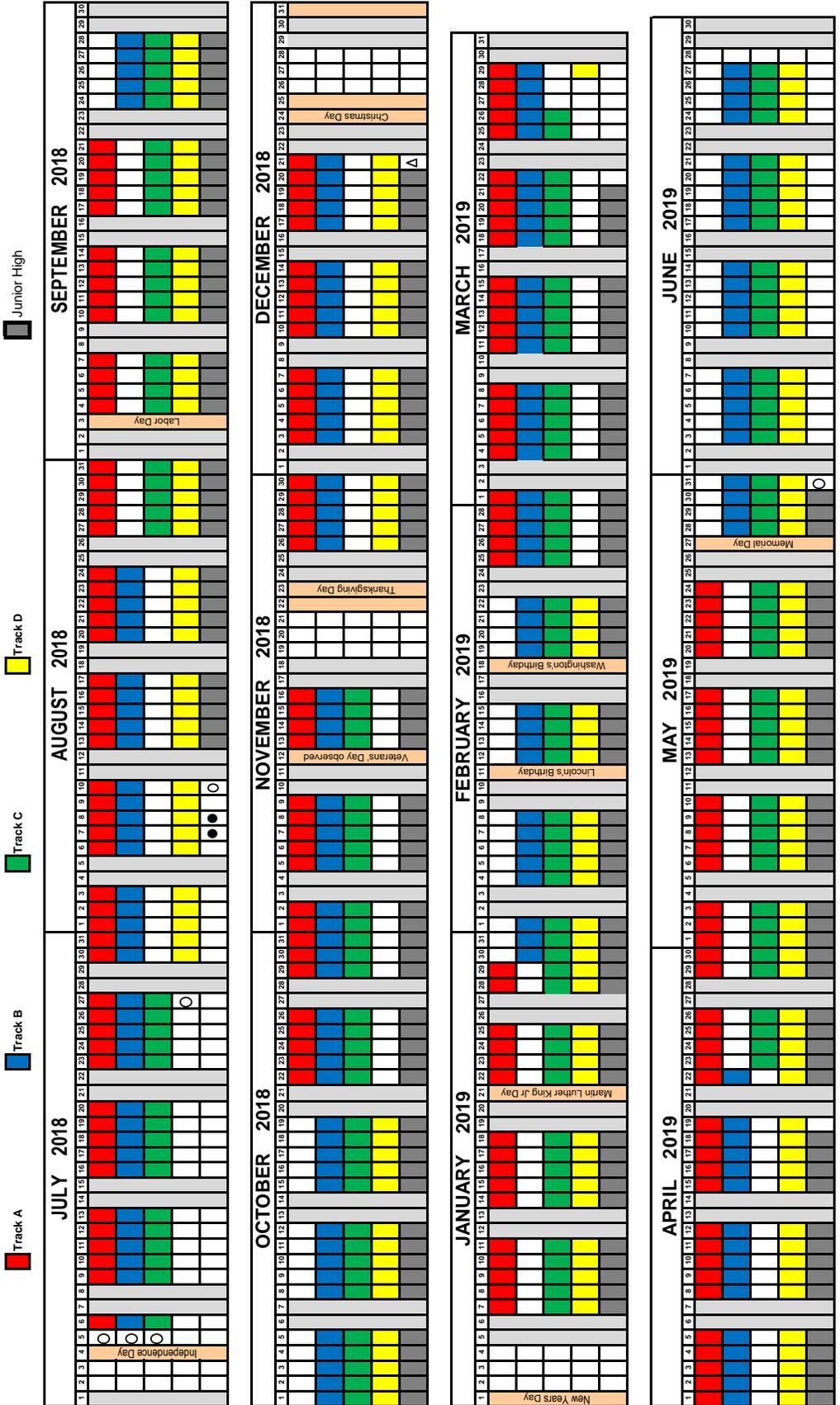
It is recommended the Board of Education approve the Cal Aero Preserve Academy Multi Track Year Round Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**FISCAL IMPACT**

None.

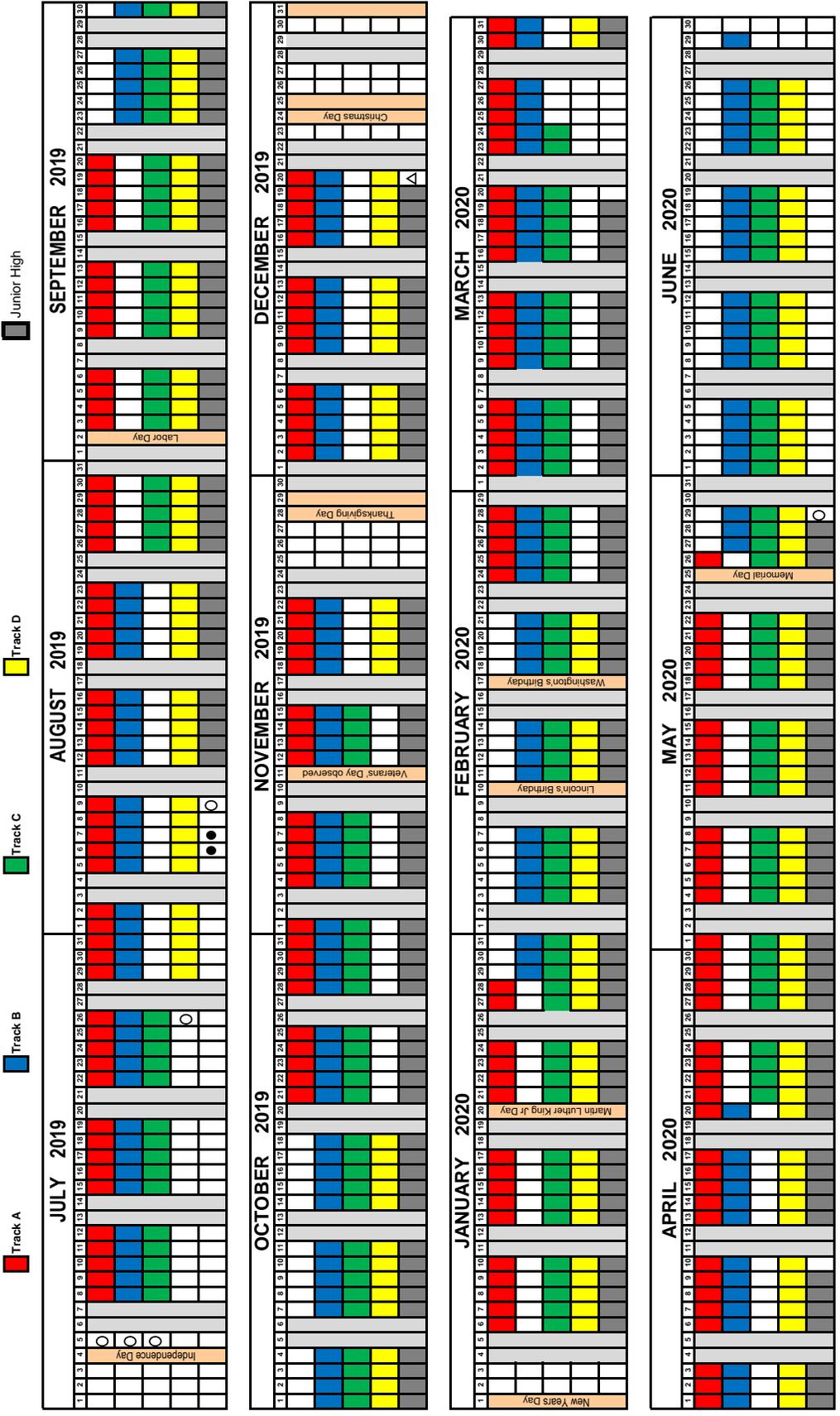
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Chino Valley Unified School District  
**2018-2019 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR**  
 Cal Aero Preserve Academy



○ Workday for ALL Teachers (student free day)      ● New Teacher Day      △ 7-8 Teacher Workday      Board Approved:

Chino Valley Unified School District  
**2019-2020 MULTITRACK YEAR-ROUND STUDENT ATTENDANCE CALENDAR**  
 Cal Aero Preserve Academy



**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Don Jones, Director, Secondary Curriculum

**SUBJECT: NEW COURSE MANAGEMENT OF HOSPITALITY AND TOURISM**

=====

**BACKGROUND**

The Chino Valley Unified School District routinely revises curriculum guides and develops new courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas.

The Management of Hospitality and Tourism course will be the second-year course for Business and Hospitality Academy students. All segments of Hospitality and Tourism Industry will be explored from a managements and business perspective. This class will build upon concepts introduced in the Introduction to Hospitality Management course. This course is aligned to the California Career and Technical Education Standards: Hospitality, Tourism, and Recreation Industry Sector Pathway.

This course was presented to the Curriculum Council, A.C.T. has been consulted, and was presented to the Board of Education on June 15, 2017, as information.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the new course Management of Hospitality and Tourism.

**FISCAL IMPACT**

None.

WMJ:GP:DJ:lar:rtt

## Chino Valley Unified School District High School Course Description

A. CONTACTS	
<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Dr., Chino, CA 91710 Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Jennell Acker Position/Title: Teacher Site: Chino Hill High School Phone: (909) 606-7540 E-mail: jennell_acker@chino.k12.ca.us
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Management of Hospitality and Tourism
<b>2. Transcript Title/Abbreviation:</b>	HTR (Hospitality, Tourism, and Recreation)
<b>3. Transcript Course Code/Number:</b>	
<b>4. Seeking Honors Distinction:</b>	No
<b>5. Subject Area/Category:</b>	Meets the UC/CSU "g" General Elective requirement
<b>6. Grade Level(s):</b>	10-12
<b>7. Unit Value:</b>	10 credits/5 credits per semester
<b>8. Course Previously Approved By UC:</b>	Yes
<b>9. Course Classified as a Career Technical Education Course:</b>	Yes
<b>10. Course Modeled After an UC-Approved Course:</b>	No
<b>11. Repeatable for Credit:</b>	No
<b>12. Date of Board Approval:</b>	
<b>13. Brief Course Description:</b>	The Management of Hospitality and Tourism course will be the second-year course for Business and Hospitality Academy students. All segments of Hospitality and Tourism Industry will be explored from a managements and business perspective. This class will build upon concepts introduced in the Intro to Hospitality Management course. This course is aligned to the California Career and Technical Education Standards: Hospitality, Tourism, and Recreation Industry Sector Pathway.
<b>14. Prerequisites:</b>	Introduction to Business Hospitality and Tourism
<b>15. Context for Course:</b>	The Business Academy of Hospitality and Tourism was designed to meet the college and career readiness standards by preparing students for management in business related careers in the hospitality industry. The course is designed to develop and build skills related to a career pathway in hospitality, recreation, and tourism which is one of the fifteen career pathways in the California Career Technical Education (CTE) model curriculum standards. Employment in the hospitality and tourism sector is projected to grow 11.8% by 2017 and continue to create 210,000 new jobs in California. The 4 C's of 21st Century Learning (Creativity, Collaboration, Communication, and Critical Thinking) will be integrated in all course work.
<b>16. History of Course Development:</b>	The course is the second year of instruction for the Business Academy of Hospitality and Tourism. California generates 109.6 billion dollars each year. The industry employs 965,800 individuals each year with earnings of 34.1 billion dollars and continues to grow. Many career opportunities are available to students who choose to go into this field. The

# Chino Valley Unified School District

## High School Course Description

industry covers hotels, convention centers, cruise ships, amusement parks, sports venues, entertainment facilities, elderly care, travel, and tourism.

<b>17. Textbooks:</b>	Hospitality Services-G-W Tourism: The Business of Hospitality and Travel (5th Edition) 5th Edition ISBN-13: 978-0133113532 Foundations of Restaurant and Food Service Management-Pearson
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<b>18. Supplemental Instructional Materials:</b>	None
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### C. COURSE CONTENT

**1. Course Purpose:**  
Management of Hospitality and Tourism is a course designed to introduce students to the management side of the field. The purpose of this course is to instruct students in business management and finance, hospitality leadership skills, human resources, hospitality marketing, management of various aspects, and career planning in the field.

**2. Course Outline:**  
Business Management and Finance  
(CTE Anchors: C1, C2, C5, C6)  
Understand basic business practices common in most organizations

- Recognize the process of starting and managing a business
- Discover the economic, natural, and human risks inherent in business ownership
- Compare the differences starting an independent business and purchasing a franchise business
- Critically analyze and explore levels of management in a corporate type hospitality business
- Collect and display the characteristics of successful entrepreneurs. Students compare the advantages and disadvantages of entrepreneurship
- Critique computer technology regarding programs and software needed in the industry for effective business management

Analyze the financial conditions of a business:

- Prepare, interpret and analyze standard accounting statements including an income statement, profit and loss statement, and balance sheet
- Investigate how purchasing, receiving and inventory play a critical role in the success of any business
- Dissect financial information for accuracy, relevance, and steps to identify possible mismanagement
- Define and identify what an asset, liability, and owner’s equity are and explain the difference between credits and debits regarding accounting
- Classify capital needs for a business and develop a financial plan including budgets based on short and long term goals

Hospitality Leadership Skills  
(CTE Anchors: 3.0, 5.0, 9.0)  
Investigate the soft skills needed to be successful in hospitality management:

- Differentiate the concepts of business, marketing, and technology to be successful in the real world of hospitality

Human Resources  
(CTE Anchors: C2, 2.0, 5.0, 9.0)  
Understand and interpret the importance of Human Resources (HR) in any successful business environment:

- Draw conclusions to the major functions of HR and summarize the process of recruiting candidate for job openings
- Compare different compensation and benefit programs. Students investigate reasons why companies must develop policies and procedures to protect its assets
- Illustrate and report on the laws that affect HR

# Chino Valley Unified School District

## High School Course Description

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- Engage in appropriate record keeping necessary in HR. Students practice maintaining a record keeping system
- Interpret the personal qualities and skills required of HR
- Analyze issues that affect HR management
- Investigate latest technology in regards regarding HR

### Hospitality Marketing

(CTE Anchors: C4, 10.0)

Apply basic marketing principals to hospitality services and products:

- Explain the marketing process
- Evaluate the four P's, (product, price, promotion, and positioning) in addition to assessing the effects of the 4 P's on the marketing mix
- Implement the seven marketing core functions such as channel management, marketing Information management, market planning, product management, promotions, pricing, and selling
- Interpret a SWOT (Strength, Weaknesses, Opportunities, and Threats) analysis for a new product launch

Apply how the marketing effects a food service operations success:

- Detect the roles, positions, and functions of the food service staff in marketing operation
- Analyze marketing and merchandising techniques essential to food service operations
- Implement a marketing plan specific to a food or beverage establishment

Investigate the marketing of travel and tourism operations both in the United States and other popular destinations around the world:

- Explore key aspects of the hospitality and tourism marketing
- Collect and manage market-research information
- Examine and create a marketing plan in relationship to the travel and tourism industry
- Marketing and Profitability-Conduct a study of how effective or ineffective marketing plans can be

Determine if marketing effects the success of a business:

- Probe marketing strategies, including promotional selling, upgrading, and the effect on profits in international travel and tourism markets
- Extrapolate the way basic marketing principles and procedures can be applied to targeting an audience, including branding, bench marking, promotional selling, and upgrading
- Investigate the effects on profits in travel and tourism regarding effective marketing practices

### Management and Hospitality Guest Services

(CTE Anchors: C2, C3, C10)

Apply the knowledge and skills essential for effective guest services in the hospitality, tourism, and recreation industry:

- Predict common guest complaints and the service solutions for preventing or resolving them
- Distinguish the roles of management and employees in effectively meeting the needs of culturally and generationally diverse guests and special needs customers
- Interact with guests in a positive, responsive, and professional manner
- Study concepts to improve customer service satisfaction and successfully meet the customer expectation
- Analyze social media and technology strategies used to increase overall customer satisfaction in Hospitality business operation

### Management of Food Service Operations

(CTE Anchors: C1, C2, C11, 6.0, 9.0)

Recognize the basic principles of sanitation and safe food regarding business practices in the industry:

# Chino Valley Unified School District

## High School Course Description

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- Identify food safety and kitchen safety procedures in addition to obtaining a serve safe management certificate at the end of the unit
- Will recall types of food contamination, the potential causes, including cross-contamination, and methods of preventing a food borne illness outbreak
- Explore and report on how a food borne illness outbreaks negatively affects the business operations of a food service operation

Determine the importance of management regarding the roles of front of the house and back of the house operations:

- Analyze the relationship of effective management and business procedures to important outcomes, such as profitability, productivity, workplace atmosphere, guest satisfaction, and business growth
- Investigate the importance of specific human resource practices and procedures that address workplace diversity, harassment, personal safety, and discrimination

Evaluate the basic procedures and skills needed for food and beverage service in addition to applying the advanced food preparation skills required in a professional kitchen:

- Prepare food by using the correct techniques and procedures specified in recipes and formulas
- Apply plating techniques, including accurate portioning and aesthetic presentation skills
- Plan and implement a food production schedule, including timing and prioritizing of tasks and activities
- Research various software programs available to managers of food service operation

### Management of Hotels and Lodging

(CTE Anchors: C1, C7)

Analyze how business is affected by different cultures issues worldwide:

- Interpret how different cultures and the way business is handled differ from country to country
- Expand their knowledge on how customer values relate to culture, functionality, luxury, and leisure. They determine how these values differ based on each countries beliefs and philosophies
- Study green travel and how it impacts the lodging industry worldwide

Analyzing the operations of front office, housekeeping, reservations, property management systems, and revenue management as well as discussing service management and executive management in lodging operations:

- Investigate all sectors of hotel and lodging industry
- Classify all management aspects for running a lodging establishment
- Identify roles of all positions in a lodging establishment and how management plays a large role in the success of the operation
- Formulate scenarios around the four key areas of the lodging industry and management's role in each one of these areas
- Catalog the relationship between facilities management and profit and loss, including the costs of resource consumption, breakage, theft, supplies use, and decisions for repairs or replacement
- Analyze work to be completed, prioritize tasks, and prepare a schedule to meet facility and personnel needs within an allotted budget
- Compare various technological programs available to effectively operate a lodging facility

### Management of Travel and Tourism

(CTE Anchors: C1, C8, C9)

Apply skills necessary to effectively manage all types of businesses involved in travel and tourism:

- Interpret the costs and other travel considerations involved in creating itineraries to meet client needs, including types of travel, types of fares, basic fare codes, costs, penalty charges, and types of accommodations

# Chino Valley Unified School District

## High School Course Description

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- Evaluate important travel information, including insurance needs, vehicle rentals, passports, visas, and health documents, as well as how to plan specialty tour packages to fit client needs
- Classify the characteristics and configurations of common air and rail carriers, cruise ships, and attractions, including the most frequently used codes and terminology for ports of travel
- Investigate the basic purpose, function, and operation of various travel systems and authorities, including the Airline Reporting Corporation, the Federal Aviation Administration, the major centralized reservation systems, and the Computerized Reservation systems
- Research the role and importance of online reservation services to marketing and profitability
- Create a comprehensive list of all websites available to book travel
- Report the advantages/disadvantages of the technology available to managers in the travel and tourism industry

### Management of Event Planning

(CTE Anchors: C1, C2, C11)

Illustrate the fundamentals of planning events for a diverse clientele:

- Summarize the target audiences of various venues
- Demonstrate the essential procedures for planning, promoting, publicizing, coordinating, and evaluating a program or event
- Exhibit procedures for setting up facilities, equipment, and supplies
- Develop schedules, registration tools, event materials, and programs
- Plan special events (e.g., meetings, trade shows, fairs, conferences) based on specific themes, budgets, agendas, space and security needs, and itineraries
- Utilize management software to plan a special event

### Management of Entertainment Venues (Convention Centers, Casinos, Theme Parks, Sports Arenas, and Concert Arenas)

(CTE Anchors: C2, C12)

Demonstrate an understanding how to manage sports and entertainment facilities/operations:

- Describe various sports and entertainment facilities and the services available
- Discover the needs of various clients may be met through appropriate activities provided by sports and entertainment facilities
- Evaluate the requirements to operate a business in sports and entertainment, including benefits, risks, required skills, and costs
- Investigate the departments, functions, and restrictions of a given entertainment operation. Students identify how to effectively manage each area of the operation
- Create a product describing the types of insurance, licenses, and permits needed for a sports/entertainment operation
- Compile a list of technologies used in sports and entertainment venues. Students report the equipment and software needed to operate these types of businesses

### Career Planning and Management

(CTE Anchors: C1, C2, 3.0, 9.0)

Integrate multiple sources of career information from diverse formats to make informed career decisions, solve problems, and manage personal career plans:

- Identify personal interests, aptitudes, information, and skills necessary for informed career decision making

# Chino Valley Unified School District

## High School Course Description

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- Evaluate personal character traits such as trust, respect, and responsibility and understand the impact they can have on career success
- Explore how information and communication technologies are used in career planning and decision making
- Research the career opportunities and the requirements for education, training, certification, and licensure
- Integrate changing employment trends, societal needs, and economic conditions into career planning
- Recognize the role and function of professional organizations, industry associations, and organized labor in a productive society
- Recognize the importance of small business in the California and global economies
- Understand how digital media are used by potential employers and postsecondary agencies to evaluate candidates
- Develop a career plan that reflects career interests, pathways, and postsecondary options

### **3. Key Assignments:**

#### Business Management and Finance

- Construct financial statements to determine the financial strength or weakness of a small business given a scenario. Each group will be given a scenario from different areas of hospitality
- Research a well-known corporation in the industry. Determine the worst year the company has experienced. Analyze, synthesize, and discern the changes the company has undergone to change from that point to present day. Present findings to the class
- Write a one to two-page paper answering the following question- You are starting an independent business in hospitality. What form of ownership would you choose? Explain your answer
- Develop an organizational chart for a large, independent and single unit hotel
- Develop a budget for a business in the hospitality industry

#### Hospitality Leadership Skills

- Develop a graphic organizer depicting the various forms of leadership styles
- Determine the positive and negative attributes for each style
- Show evidence through an essay on which style is more reflective of their own personalities and strengths
- Investigate motivational theories
- Analyze case studies of various issues which require strong leadership skills
- In small groups, determine what leadership style to use to effectively motivate staff or guest in each situation
- Report findings to the class
- Read 7 Habits of Highly Effective Teens
- Determine each other's strengths and weaknesses
- Write an essay determining how to utilize these strengths and minimize these weaknesses

#### Human Resources

- At the end of this unit, an exercise will be presented where students are the general managers of a hospitality business. The business has just expanded from 60 employees to 200. Management has decided to add a human resource department. Develop a plan, which will include budgets, human resource laws, funding, implementation, and staffing

#### Hospitality Marketing

- Construct a marketing plan where students must describe the target market, product, placement, price, and promotion of the business or service

# Chino Valley Unified School District

## High School Course Description

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- Analyze and describe the role of the marketing director for a convention hotel. Develop a plan how they would promote the hotel/convention center
- Outline the steps in an effective communication strategy for the hospitality business. Decide what promotional strategy is best to be used to promote a service or product

### Management and Hospitality Guest Services

- Research three to five companies and list their values, commitment, and mission of the company's guest services
- Research customer service practices in different countries. Each group will be assigned two different countries and report findings to the class
- Customer focused employees have six characteristics. Write a story about a position dealing with guest service in the hospitality industry. Illustrate all six characteristics in the story
- Students will be given various case studies on guest services issues. Identify the issues and determine the best course of action to resolve these issues so it will be a "win-win" for all involved

### Management of Event Planning

- Through research, differentiate between event management and event leadership
- Groups of 3 or 4 will plan a special event and execute the event as their final exam. They will develop budget, staffing plan, and develop a marketing plan for the event. After the event, students self-evaluate the overall success and areas of improvement which were needed during the event. Present evaluation to the class

### Management of Food Service Operations

- Design a menu using the following factors: taste, variety, color nutritional content, production and price. The students will each individually create a menu display of the menu created
- Plan a banquet. Determine the occasion for the banquet and plan accordingly. Members from the community and advisory committee will be invited to attend this banquet. The students will be responsible for everything, menu, preparation, décor, service, and break down
- Pass the serve safe management test
- Create purchasing specification for the menu created for the final banquet/special event. Complete a PO, actual order, place the order and receive supplies on the day of the event

### Management of Hotels and Lodging

- Role-play different scenarios of a guest with various issues while checking into a lodging operation. They must brainstorm ways to appropriately deal with each situation
- Develop an organizational chart for a large, independent and single unit hotel. They will list the skills that are needed to be a hospitality manager. The students will report their finding in a one-page essay
- Research current and future trends in the hospitality industry
- Understand and interpret how environmental awareness and sustainability is the key to a successful lodging property
- Present evidence of importance of operational/department interdependent upon one another

### Management of Travel and Tourism

- Create a presentation where the students examine the hospitality and tourism industry system in a community near his or her location. (1 ½ hour drive max) Research should discover why guest should visit this location. Tourism date from the area/location will be included along with the lodging information. Interview tourism providers and

# Chino Valley Unified School District

## High School Course Description

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professionals in this area

### Management of Entertainment Venues

- Examine the rolls and functionality of core departments in various entertainment businesses such as cruise ships, casinos, convention centers, theme parks, sports arenas and stadiums
- Analyze current trends in the various entertainment/recreation businesses within the hospitality industry. Create a power point to present findings to the class
- Identify key factors that make entertainment/recreation venues a success. Determine what leadership qualities would be needed to operate the very different venues. Report how each segment is similar and different regarding leadership and management in a one-page business report

### **4. Instructional Methods and/or Strategies:**

Several strategies and instructional methods will be used during this course. The methods used will be direct instruction, group projects, research papers, video clips and guest speakers. Student will be required to analyze several situations regarding hospitality management. Case studies, role play and skill development will all be part of the instructional strategies used in this class.

### **5. Assessment Including Methods and/or Tools:**

Formative and Summative assessments will be used. Projects, quizzes and exams will be used.

The evaluation of student progress and evaluation will be based on the following criteria outlined in Board Policy:

- Assessments: 60-75% of the final grade
- Assignments and class discussions: 25-40% of the final grade

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing Director  
**SUBJECT: PURCHASE ORDER REGISTER**

=====

**BACKGROUND**

Board Policy 3310 Business and Noninstructional Operations – Purchasing requires approval/ratification of purchase orders by the Board of Education. A purchase order is a legal contract between a district and vendor, containing a description of each item listed and/or a statement to the effect that supplies, equipment or services furnished herewith shall be in accordance with specifications and conditions.

Purchase orders represent a commitment of funds. No item on this register will be processed unless within budgeted funds. The actual payment for the services or materials is made with a warrant (check) and reported on the warrant register report.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the purchase order register, provided under separate cover.

**FISCAL IMPACT**

\$971,196.27 to all District funding sources.

WMJ:GJS:AGH:pw

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**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing  
**SUBJECT: AGREEMENTS FOR CONTRACTOR/CONSULTANT SERVICES**

=====

**BACKGROUND**

All contracts between the District and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee. To be valid or to constitute an enforceable obligation against the District, all contracts must be approved and/or ratified by the Board of Education.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the Agreements for Contractor/Consultant Services.

**FISCAL IMPACT**

As indicated.

WMJ:GJS:AGH:pw

CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT	FISCAL IMPACT
<p><b>CIIS-1718-016 Document Tracking Services.</b>            To provide SPSA tracking.            Submitted by: Access and Equity            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$13,850.00            Funding Source: Title I</p>
<p><b>CIIS 1718-017 Library Video Company dba Safari Montage.</b>            To provide renewal of software support for servers and drives to maintain video library.            Submitted by: Technology            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$95,764.38            Funding Source: Technology</p>
<p><b>CIIS 1718-018 Patrice Toyota dba Speak Up.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$3,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-019 Pacific Coast Speech Services Inc.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$1,950,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-020 Zenith Rehabilitation Services, Inc.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$120,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-021 VNA Private Duty Care.</b>            To provide nurse services.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$100,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-022 Kathleen R Ukes dba Ukes Communication Services Inc.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$300,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-023 Satish Krishnappa dba Therapy Mantra, Inc.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$850,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-024 Rockstar Recruiting LLC dba Staff Rehab.</b>            To provide speech/language therapy, and a behavior analyst.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$200,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-025 Russo Fleck &amp; Associates.</b>            To provide occupational therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$400,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-026 Pristine Rehab Care.</b>            To provide speech/language therapy, and occupational therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$480,000.00            Funding Source: Special Education</p>
<p><b>CIIS 1718-027 American Logistics Company, LLC.</b>            To provide student transportation.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$100,000.00            Funding Source: Special Education</p>

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<p><b>CIIS 1718-028 Illuminate Education Inc.</b>            To provide data and assessment (K-12), key data systems (7-12).            Submitted by: Assessment and Instructional Technology            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$151,207.50            Funding Source: General</p>
<p><b>CIIS 1718-029 Studentnest Inc. dba Studentnest.com.</b>            To provide Math and English Language Arts tutoring services.            Submitted by: Health Services            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$75,000.00            Funding Source: LCAP/Title I</p>
<p><b>CIIS 1718-030 Extensive Therapy Connection and Solution.</b>            To provide speech/language therapy.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$500,000.00            Funding Source: Special Education</p>
<p><b>CIIS-1718-031 AVID Center HQ.</b>            To provide AVID elementary and secondary program.            Submitted by: Elementary and Secondary Curriculum            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$38,450.00            Funding Source: AVID</p>
<p><b>CIIS-1718-032 Beyond Words Speech Language Pathology Svc. Inc.</b>            To provide speech/language pathology.            Submitted by: Special Education            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$100,000.00            Funding Source: Special Education</p>
<p><b>CIIS-1718-033 Thomas Kelly Software Assoc/GTSOFT Inc.</b>            To provide web based attendance/billing tracking for child care programs.            Submitted by: Health Services/Child Development            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$12,800.00            Funding Source: ASES grant</p>
<p><b>CIIS-1718-034 Anthony M. Cummings Educational Consultant, LLC.</b>            To provide mentorship and guidance.            Submitted by: Chino HS            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$28,200.00            Funding Source: Title I</p>
<p><b>CIIS-1718-035 Aeries Software Inc., dba Eagle Software.</b>            To provide software license and support for student information database.            Submitted by: Information Services            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$80,000.00            Funding Source: Information Services</p>
<p><b>CIIS-1718-036 California State Polytechnic University, Pomona.</b>            To provide college tutors.            Submitted by: Don Lugo HS            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$4,750.00            Funding Source: Title I</p>
<p><b>CIIS-1718-037 Johns Hopkins University, NNPS Network.</b>            To provide membership to National Network of Partnerships Schools.            Submitted by: Access and Equity            Duration of Agreement: July 1, 2017 – June 30, 2018</p>	<p>Contract amount: \$200.00            Funding Source: LCAP</p>

<b>CURRICULUM, INSTRUCTION, INNOVATION, AND SUPPORT</b>	<b>FISCAL IMPACT</b>
<b>CIIS-1718-038 Access Communication &amp; Education with Sign Language (ACES).</b> To provide translation and ASL interpreting. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$2,000.00  Funding Source: LCAP
<b>CIIS-1718-039 AVID Center.</b> To provide professional development for AVID path training for science and history/social studies. Submitted by: Secondary Curriculum Duration of Agreement: January 25-26, 2018	Contract amount: \$32,800.00  Funding Source: College Readiness Block Grant
<b>CIIS-1718-041 City of Chino.</b> To provide case management and counseling for SARB students/families. Submitted by: Health Services Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$60,000.00  Funding Source: LEA
<b>CIIS-1718-042 City of Chino.</b> To provide school based counseling. Submitted by: Health Services Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$85,000.00  Funding Source: LEA
<b>CIIS-1718-043 Aeries Software Inc., dba Eagle Software.</b> To provide Loop (Parent Portal). Submitted by: Information Services Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$109,000  Funding Source: Information Services

<b>HUMAN RESOURCES</b>	<b>FISCAL IMPACT</b>
<b>HR-1718-002 All City Management Services, Inc./Chino Consortium.</b> To provide Chino Consortium - Crossing Guard Services. Submitted by: Human Resources Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$315,226.80  Funding Source: General Fund
<b>HR-1718-003 All City Management Services, Inc.</b> To provide District crossing guard services. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$17.87 per hour  Funding Source: General Fund
<b>HR-1718-004 Jonathan S. Monat, Ph.D.</b> To provide arbitration services for mediation with A.C.T. Submitted by: Human Resources Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: Per rate sheet  Funding Source: General Fund
<b>HR-1718-005 City of Chino.</b> To provide school resource officers at Magnolia JHS, Ramona JHS, Buena Vista HS, and Don Lugo HS. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$364,361.00  Funding Source: General Fund

<b>MASTER CONTRACTS</b>	<b>FISCAL IMPACT</b>
<b>MC-1718-002 Communicaide.</b> To provide interpreters, translations and ASL. Submitted by: Special Education Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$120,000.00  Funding Source: Special Education/ LCAP
<b>SBCSS 17/18-0100 San Bernardino County Superintendent of Schools.</b> To provide inter-district courier services. Submitted by: Business Duration of Agreement: July 1, 2017 – June 30, 2018	Contract amount: \$19,140.24  Funding Source: General Fund

<b>APPROVED CONTRACTS TO BE AMENDED</b>	<b>AMENDMENT</b>
<b>CIIS-1617-057 M1 Educational Equity for All.</b> To provide professional development. Submitted by: Special Education Duration of Agreement: March 17, 2017 to June 30, 2017 Original Agreement Board Approved: March 16, 2017	Increase contract amount from \$3,000.00 to \$4,500.00  Funding Source: Professional Development
<b>SBC-11-510 A-6 San Bernardino County Probation Department.</b> To provide two full time probation officers. Submitted by: Curriculum, Instruction, Innovation, and Support Duration of Agreement: July 1, 2017 – June 30, 2018 Original Agreement Board Approved: April 21, 2016 Amendment 5 Approved: April 6, 2017	Correction to the amendment number and duration of agreement  Funding Source: General Fund

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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**DATE:** June 29, 2017  
**TO:** Members, Board of Education  
**FROM:** Wayne M. Joseph, Superintendent  
**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations  
**SUBJECT: SURPLUS/OBSOLETE PROPERTY**

=====

**BACKGROUND**

The Board of Education recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the District. The Superintendent or designee shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of Education Code 17545.

Lists of surplus items are emailed to the Facilities/Planning Department to be placed on an upcoming Board agenda. After Board approval, items may be picked up by District warehouse or a liquidation company for public auction. Proceeds of the sale are deposited into the General Fund.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education declare the District property surplus/obsolete and authorize staff to sell/dispose of said property.

**FISCAL IMPACT**

Increase to the General Fund from proceeds of sale.

WMJ:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT  
SURPLUS/OBSOLETE PROPERTY  
June 29, 2017**

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Dynavox Max	Dynavox	VM004482	Special Education
Label Printer	Smart Label	B9560642085	Special Education
Printer	HP	VCVRA0510	Special Education
Computer	Dell	GJHTBK1	Borba ES
Computer	Dell	94JS4G1	Borba ES
Computer	Dell	G2JS4G1	Borba ES
Computer	Gateway 506		Borba ES
Monitor	Gateway		Borba ES
Monitor	Dell		Borba ES
Keyboard	Dell		Borba ES
Printer	Xerox	28220	Borba ES
Microwave	GE		Cattle ES
Copy Machine	Xerox	Workcenter 3210	Cattle ES
Projector	Epson	24762	Cattle ES
Projector	Epson	24764	Cattle ES
Projector	Epson	24763	Cattle ES
Laptop	Dell	15490160533	Cattle ES
Laptop	Dell	43030637461	Cattle ES
Projector	Epson	26991	Cattle ES
Computer Towers (8)			Hidden Trails ES
Teacher Desks (5)			Hidden Trails ES
Office Desk Chairs (11)			Hidden Trails ES
Office Chairs (12)			Hidden Trails ES
Kidney Table			Hidden Trails ES
Book Cases (2)			Hidden Trails ES
File Cabinets (9)			Hidden Trails ES
Student Desks (55)			Hidden Trails ES
Student Chairs (25)			Hidden Trails ES
Printer 960C	HP	C60982 C60979	Hidden Trails ES
Computer Screens (4)	Dell		Hidden Trails ES
Computer	Mac	01558	Hidden Trails ES
Keyboard	Mac		Hidden Trails ES
Computer Towers (3)	Dell	27586, 27286, 24068	Hidden Trails ES
Large Chairs (3)			Hidden Trails ES
Rolling Carts (4)			Hidden Trails ES
Laptop	Dell	31727	Hidden Trails ES
Laptop	Dell	22828	Hidden Trails ES
Laptop	Dell	22737	Hidden Trails ES

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Laptop	Dell	22731	Hidden Trails ES
Laptop	Dell	22734	Hidden Trails ES
Laptop	Dell	22827	Hidden Trails ES
Laptop	Dell	22829	Hidden Trails ES
Laptop	Dell	22834	Hidden Trails ES
Laptop	Dell	22823	Hidden Trails ES
Laptop	Dell	22825	Hidden Trails ES
Laptop	Dell	22829	Hidden Trails ES
Laptop	Dell	22830	Hidden Trails ES
Laptop	Dell	22732	Hidden Trails ES
Laptop	Dell	22736	Hidden Trails ES
Laptop	Dell	33142	Hidden Trails ES
Laptop	Dell	33159	Hidden Trails ES
Laptop	Dell	33161	Hidden Trails ES
Laptop	Apple	19046	Hidden Trails ES
Laptop	Apple	19039	Hidden Trails ES
Laptop	Apple	21237	Hidden Trails ES
Laptop	Apple	19053	Hidden Trails ES
Laptop	Apple	19042	Hidden Trails ES
Laptop	Apple	19056	Hidden Trails ES
Keyboards (3)	Dell		Hidden Trails ES
Smart Response PE	Smart		Hidden Trails ES
Large Rolling Bin			Hidden Trails ES
Microwave	Westinghouse		Litel ES
Microwave	General Electric		Litel ES
Keyboard Stand			Litel ES
Monitor	View Sonic		Litel ES
Keyboard	View Sonic		Litel ES
Hard Drive	View Sonic		Litel ES
Printer	HP 4100TN		Litel ES
Printer			Litel ES
File Cabinets (5)			Litel ES
TVs (4)			Litel ES
Small Storage Cabinet			Litel ES
Paper Cutters (3)			Litel ES
Hole Punch Pads (2)			Litel ES
Various VHS Tapes			Litel ES
Various Pocket Charts			Litel ES
Science Bucket Kit			Litel ES
Large Carrying Case			Litel ES
Small Machine	Canon		Litel ES
Card Catalogue		00839	Newman ES

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Tables (6)			Newman ES
Student Desks (16)			Newman ES
Bookshelves (4)			Newman ES
Eno Boards (2)		34060, 34056	Newman ES
Filing Cabinets (4)			Newman ES
Rolling Cabinets (2)		00884, 00791	Newman ES
Jr. Executive Desks (37)			Newman ES
Student Desks (22)			Newman ES
Black Chairs (2)			Newman ES
Office Chairs (2)			Newman ES
Rolling Carts (4)			Newman ES
Pianos (2)			Newman ES
TV	Zenith		Newman ES
TV Cart			Newman ES
Mounted TV	Sharp		Newman ES
DVD/VCR Player	Samsung		Newman ES
Metal Cabinet			Newman ES
Rolling Cabinets (6)			Newman ES
Rolling Bookshelves (3)			Newman ES
Classroom Response Systems			Newman ES
Monitors (6)	Dell		Newman ES
Keyboards (4)			Newman ES
Computer Towers (4)	Dell	30391, 30395, 30387	Newman ES
Printers (2)	Xerox Phaser		Newman ES
Scanner/Printer	HP R40X0		Newman ES
Laser Scanner/Printer	Brother DCP 8060		Newman ES
Oak Executive Desk			Rolling Ridge ES
File Cabinets (4)			Rolling Ridge ES
Green Racks (2)			Rolling Ridge ES
Book Cases (3)			Rolling Ridge ES
Jr. Student Desks (36)			Rolling Ridge ES
TV	G.E.	A26321	Rolling Ridge ES
TV	R.C.A.	F072DAOAC	Rolling Ridge ES
TV	Zenith	06517006061A	Rolling Ridge ES
VCR	Sharp	A26218	Rolling Ridge ES
VCR	Toshiba	BCC920086958A	Rolling Ridge ES
VCR	JVC	14253326	Rolling Ridge ES
Keyboard	Fujitsu	T2036058	Rolling Ridge ES
Tower	Multimedia	21580	Rolling Ridge ES
Typewriter	Canon	A26165	Rolling Ridge ES
Executive Desk			Rolling Ridge ES

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
File Cabinets (4)			Rolling Ridge ES
Green Racks (2)			Rolling Ridge ES
Book Cases (3)			Rolling Ridge ES
Student Desks (75)			Rolling Ridge ES
TV	GE	A26321	Rolling Ridge ES
TV	RCA	F072DAOAC	Rolling Ridge ES
TV	Zenith	06517006061A	Rolling Ridge ES
VCR	Sharp	A26218	Rolling Ridge ES
VCR	Toshiba	BCC920086958A	Rolling Ridge ES
VCR	JVC	14253326	Rolling Ridge ES
Keyboard	Fujitsu	T2036058	Rolling Ridge ES
Keyboard	Fujitsu	T2030101	Rolling Ridge ES
Monitor	View Sonic	P8P050506148	Rolling Ridge ES
Computer Tower	Multimedia	21580	Rolling Ridge ES
Typewriter	Canon	A26165	Rolling Ridge ES
TV	Samsung	30208	Canyon Hills JHS
TV	Samsung	35456	Canyon Hills JHS
TV	Samsung	130316279	Canyon Hills JHS
TV	Samsung	130316580	Canyon Hills JHS
Printer	Xerox 3124	CAT393848	Canyon Hills JHS
Printer	HP Laser Jet 1320	CNDC52L13Y	Canyon Hills JHS
Printer	Xerox 3124	CAT393853	Canyon Hills JHS
Printer	Brother Laser	U61283G7J344563	Canyon Hills JHS
Student Desks (4)			Canyon Hills JHS
TV Wall Mounts (3)			Canyon Hills JHS
Filing Cabinet			Canyon Hills JHS
Computer Tower	Dell	6ZG0FP1	Canyon Hills JHS
TV and Cart	Toshiba	32A35	Ramona JHS
Overhead Projector	Buhl	13201152	Ramona JHS
Overhead Projector	Buhl	18201154	Ramona JHS
Overhead Projector	Buhl	222795	Ramona JHS
Overhead Projector	Buhl	80005221	Ramona JHS
Overhead Projector	Buhl	06498	Ramona JHS
Overhead Projector	Buhl	A-19203	Ramona JHS
Overhead Projector	Buhl	C-02830	Ramona JHS
Overhead and Cart	Buhl	A07903	Ramona JHS
Overhead and Cart	Buhl	A17526	Ramona JHS
Overhead and Cart	Buhl	C-128966	Ramona JHS
Overhead and Cart	Buhl	C-133864	Ramona JHS
Overhead Projector	Dukane	12625	Ramona JHS
Projector	Dukane	28A81A	Ramona JHS
Computer	eMac	21215	Ramona JHS

<u>DESCRIPTION</u>	<u>MAKE/MODEL</u>	<u>I.D./SERIAL</u>	<u>DEPT/SITE</u>
Overhead	H5 Opaque	00425	Ramona JHS
Headphones		A-24043	Ramona JHS
Printer	HP	C-61138	Ramona JHS
Printer	HP	C-61153	Ramona JHS
Printer	HP	CNCB820873	Ramona JHS
Computer	iMac	26874	Ramona JHS
Printer	Xerox	29032	Ramona JHS
Printer	Xerox	HAT037963	Ramona JHS
Camera	Pentax	5054252	Woodcrest JHS
Camera	Canon	5446990	Woodcrest JHS
Camera	Kodak	CGEX53723347	Woodcrest JHS
Mypal Pocket PC A626	ASUS	3568A-A626	Woodcrest JHS

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Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations

**SUBJECT: NOTICE OF COMPLETION FOR CUPCCAA PROJECTS**

**BACKGROUND**

On May 9, 2013, the Board of Education adopted Resolution 2012/2013-71, Adoption of California Uniform Public Construction Cost Accounting Act (CUPCCAA). Per Public Contract Code 22030, the adoption of CUPCCAA allows the use of alternate bidding procedures for projects under \$175,000.00, while still ensuring the District receives the lowest pricing possible from responsible vendors and contractors. Utilizing CUPCCAA, the District has completed the projects listed below:

<b>CUPCCAA Project</b>	<b>Project Description</b>	<b>Contractor</b>	<b>Original Quotation</b>	<b>Change Order</b>	<b>Total</b>	<b>Funding Source</b>
CC2017-03	Site Improvements at Alternative Education Center	WCCR Construction	\$56,900.00	N/A	\$56,900.00	25
CC2017-21	Erosion and Landscape Repairs at Various Sites (Hidden Trails ES, Rhodes ES, Walnut ES, Wickman ES, Buena Vista HS, Chino Hills HS, and Don Lugo HS)	J2 Builders	\$168,200.00	\$16,150.00	\$184,350.00	25
CC2017-27	Replace Doors, Gates, and Hardware at Various Sites (District Office, Magnolia JHS, Alternative Education Center, and Adult School)	Dan Lyman Construction Inc.	\$24,812.96	N/A	\$24,812.96	25

Documentation indicating satisfactory completion and compliance with specifications has been obtained from school site administrators; Jonathan Campbell, Supervisor; and Martin Silveira, Director, Maintenance, Operations, and Construction.

Staff recommends approval of the Notice of Completion for these projects.

Approval of this item supports the goals identified within the District's Strategic Plan.

### **RECOMMENDATION**

It is recommended the Board of Education approve the Notice of Completion for CUPCCAA Projects.

### **FISCAL IMPACT**

\$56,900.00 to Tax A Fund 25.

\$184,350.00 to RDA Fund 25.

\$24,812.96 to RMA Fund 25.

WMJ:GJS:pw

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**



Maintenance, Operations & Construction Department  
5130 Riverside Drive  
Chino, CA 91719  
Telephone: 909.628.1201 x1450 FAX: 909.590.1639

**C H A N G E O R D E R # 1**

**DATE: 5/5/2017**

**PROJECT / BID #: CC-2017-21**

**DSA APPLICATION #: N/A**

**DSA FILE #: N/A**

**OWNER: Chino Valley Unified School District**

**ARCHITECT/ENGINEER: N/A**

**CONTRACTOR: J2BUILDERS**

THE CONTRACTOR IS HEREBY AUTHORIZED TO DO THE FOLLOWING:

Item 1: Erosion and Landscape Repairs at Various Sites	\$ 16,150.00
Requested by: Jonathan Campbell	CHHS \$ 3,000.00
Reason: Repair slope at CHHS and stabilize slope; Jute Netting stapled to soil.	DLHS \$ 4,500.00
Clear and grub planters at DLHS, grade planters 3" down and adjust sprinklers heads.	BV \$ 8,650.00
Repair additional planters at BV, including removal of damaged curb.	

The original contract amount was:	\$ 168,200.00
The contract amount will be increased by this Change Order:	\$ 16,150.00
The new contract amount including this Change Order will be:	\$ 184,350.00
The contract time will (remain the same) (be increased) (be decreased) by 0 days.	

**APPROVED BY:**

GENERAL CONTRACTOR

N/A

DATE

5/31/17

DSA INSPECTOR OF RECORD

DATE

CVUSD CONSTRUCTION COORDINATOR

DATE

CVUSD DIRECTOR OF MAINTENANCE, OPERATIONS & CONSTRUCTION

DATE

OWNER (authorized agent)

N/A

DATE

ARCHITECT/ENGINEER/CONSULTANT

DATE

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Gregory J. Stachura, Asst. Supt., Facilities, Planning, and Operations  
Anna G. Hamilton, Director, Purchasing

**SUBJECT: RESOLUTIONS 2016/2017-67 AND 2016/2017-70 FOR  
AUTHORIZATION TO UTILIZE PIGGYBACK CONTRACTS**

=====

**BACKGROUND**

Public Contract Code (PCC) 20111 requires school district governing boards to competitively bid and award any contracts involving an expenditure of more than \$86,000.00 to the lowest responsible bidder.

Notwithstanding PCC 20111, PCC 20118 and Administrative Regulation 3311(g) state that without advertising for bids and upon a determination that it is in the best interest of the District, the Board may authorize District staff by contract, lease, requisition, or purchase order of another public corporation or agency, to lease data-processing equipment, or to purchase materials, supplies, equipment, automotive vehicles, tractors and other personal property for the District in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor (piggyback).

Alternatively, if there is an existing contract between a public corporation or agency and a vendor for the lease or purchase of personal property, the District may authorize the lease or purchase of personal property directly to the vendor under the same terms that are available to the public corporation or agency under the contract.

Staff requests approval of the following resolution to provide authorization for the District to participate by piggyback in the contracts as itemized:

<b>Resolution</b>	<b>Contract</b>	<b>Contractors</b>	<b>Description</b>	<b>Term</b>
2016/2017-67	State of California Multiple Awards Schedule (CMAS) 3-15-36-0101B	Complete Business System International, Inc.	Information Technology Goods and Services Providing for the Purchase and Warranty of Duplo Digital Duplicators and Supplies.	10/12/2016-11/30/2021
2016/2017-70	State of California Multiple Awards Schedule (CMAS) 4-99-78-0006A	Miracle Recreation Equipment Company	Playground and Outdoor Equipment	7/11/2013-11/30/2017

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education adopt Resolutions 2016/2017-67 and 2016/2017-70 for authorization to utilize piggyback contracts.

**FISCAL IMPACT**

Unknown.

WMJ:GJS:AGH:pw

**Chino Valley Unified School District  
Resolution 2016/2017-67  
Authorization to Utilize the State of California Multiple Awards Schedule (CMAS)  
Contract 3-15-36-0101B With Complete Business System International, Inc.  
to Purchase Information Technology Goods and Services Providing for the  
Purchase and Warranty of Duplo Digital Duplicators and Supplies  
Through the CMAS**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure information technology goods and services providing for the purchase and warranty of Duplo digital duplicators and supplies for the District;

**WHEREAS**, CMAS currently has a piggyback contract, Contract 3-15-36-0101B, in accordance with Public Contract Code 20118 with Complete Business System International, Inc. that contains the materials, supplies, equipment and/or other personal property the District currently requires;

**WHEREAS**, the board of education of a school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order of any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor;

**WHEREAS**, the board of education of a school district is required to make a determination that a purchase and/or lease through a public corporation or agency is in the best interests of the district to take advantage of this exception; and

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of information technology goods and services providing for the purchase and warranty of Duplo digital duplicators and supplies through the piggyback contract procured by the CMAS Contract 3-15-36-0101B.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds, determines, and declares as follows:

Section 1. Determination re: Recitals. All of the recitals set forth above are true and correct.

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of information technology goods and services providing for the purchase and warranty of Duplo digital duplicators and supplies through the piggyback contract originally procured by the CMAS Contract 3-15-36-0101B is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of information technology goods and services providing for the purchase and warranty of Duplo digital duplicators and supplies in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS Contract 3-15-36-0101B.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of October 12, 2016, for the term ending November 30, 2021.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 29th day of June 2017 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

I, Wayne M. Joseph, Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

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Wayne M. Joseph, Superintendent  
Secretary, Board of Education

**Chino Valley Unified School District  
Resolution 2016/2017-70  
Authorization to Utilize the State of California Multiple Awards Schedule (CMAS)  
Contract 4-99-78-0006A With Miracle Recreation Equipment Company  
to Purchase Playground and Outdoor Equipment  
Through the CMAS**

**WHEREAS**, the Board of Education (Board) of the Chino Valley Unified School District (District) has determined that a true and very real need exists to procure playground and outdoor equipment for the District;

**WHEREAS**, CMAS currently has a piggyback contract, Contract 4-99-78-0006A, in accordance with Public Contract Code 20118 with Miracle Recreation Equipment Company that contains the materials, supplies, equipment and/or other personal property the District currently requires;

**WHEREAS**, the board of education of a school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order of any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor;

**WHEREAS**, the board of education of a school district is required to make a determination that a purchase and/or lease through a public corporation or agency is in the best interests of the district to take advantage of this exception; and

**WHEREAS**, the Board has determined that it is in the best interest of the District to authorize the purchase of playground and outdoor equipment through the piggyback contract procured by the CMAS Contract 4-99-78-0006A.

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby finds, determines, and declares as follows:

Section 1. Determination re: Recitals. All of the recitals set forth above are true and correct.

Section 2. Determination re: Purchase through Other Public Agency. Pursuant to Public Contract Code 20118, that authorizing the purchase of playground and outdoor equipment through the piggyback contract originally procured by the CMAS Contract 4-99-78-0006A is in the best interests of the District because there is volume pricing that can be used to reduce the District's overall price.

Section 3. Authorization. The Board hereby authorizes the acquisition of playground and outdoor equipment in accordance with Public Contract Code 20118 through the piggyback contract originally procured by the CMAS Contract 4-99-78-0006A.

Section 4. Other Actions. The Superintendent or his designee are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase, sale, and lease, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution, and that any and all such prior actions by the District's Superintendent, or his designee, are hereby ratified by the Board.

Section 5. Effective Date. This resolution shall be effective as of July 11, 2013, for the term ending November 30, 2017.

**APPROVED, PASSED, AND ADOPTED** by the Board of Education of the Chino Valley Unified School District this 29th day of June 2017 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAINED:

I, Wayne M. Joseph, Secretary of the Chino Valley Unified School District Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in the office of said Board.

---

Wayne M. Joseph, Superintendent  
Secretary, Board of Education

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Human Resources  
Suzanne Hernandez, Ed.D., Director, Human Resources  
Richard Rideout, Director, Human Resources

**SUBJECT: CERTIFICATED/CLASSIFIED PERSONNEL ITEMS**

=====

**BACKGROUND**

Board approval of personnel transactions is required by Board Bylaw 9324 Bylaws of the Board - Minutes and Recordings and Education Code 35163. Included are new hires based on need, which includes replacements, growth, and/or class size reduction.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve/ratify the certificated/classified personnel items.

**FISCAL IMPACT**

All personnel assignments are within the approved staffing ratio for the appropriate school year budget.

WMJ:LF:SH:RR:mcm

**CERTIFICATED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>HIRED AT APPROPRIATE PLACEMENT ON THE MANAGEMENT CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2017/2018 SCHOOL YEAR</u></b>			

HARRISON, Jeremy	School Psychologist	Special Education	08/07/2017
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**RESIGNATION**

WILLIMORE, Melissa	School Psychologist	Special Education	06/30/2017
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**HIRED AT APPROPRIATE PLACEMENT ON THE CERTIFICATED SALARY SCHEDULE AND APPROPRIATE CREDENTIAL FOR THE 2017/2018 SCHOOL YEAR**

TORDIFF, Rachelle	Special Ed. Teacher	Cattle ES	08/08/2017
BENNETT, Mary	Elementary Teacher	Country Springs ES	08/08/2017
HENSLEY, Kassondra	Elementary Teacher	Country Springs ES	08/08/2017
BALDOMINO, Nancy	Elementary Teacher	Dickey ES	08/08/2017
FERRELL, Christa	Elementary Teacher	Dickson ES	08/08/2017
GONZALES, Danielle	Elementary Teacher	Glenmeade ES	08/08/2017
ASBRA, Lance	Special Ed. Teacher	Hidden Trails ES	08/08/2017
STEINBRINK, Ann	Elementary Teacher	Litel ES	08/08/2017
GILLINGHAM, Skye	Elementary Teacher	Rhodes ES	08/08/2017
ORTIZ, Taina	Elementary Teacher	Rhodes ES	08/08/2017
CASTELLANOS, Tara	Elementary Teacher	Walnut ES	08/08/2017
GRAHAM, Stephenette	Elementary Teacher	Cal Aero K-8	07/05/2017
KIRWAN, James	Math Teacher	Magnolia JHS	08/08/2017
KIM, So Young	Math Teacher	Ayala HS	08/08/2017
NELSON, Gregory	Math Teacher	Ayala HS	08/08/2017
URENA, Luis	Social Science Teacher	Ayala HS	08/08/2017
PALMER, Robert	Special Ed. Teacher	Chino Hills HS	08/08/2017
ASHLEY, Mary Jane	Agriculture Teacher	Don Lugo HS	08/08/2017
CHAN, Joyce	ESL Teacher	Adult School	07/10/2017
BRULE, Beverly	Music Teacher	Elementary Curriculum	08/08/2017

**LEAVE OF ABSENCE**

LUND, Dana	Science Teacher - 20%	Chino HS	2017/2018
LINENBERGER, Virginia	Special Ed. Teacher - 100%	Chino Hills HS	2017/2018

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**RETIREMENT**

CAVANAUGH, Veronica (24 years of service)	Special Ed. Teacher	Walnut ES	06/03/2017
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**RESIGNATIONS**

YASSIM, Ashli	Elementary Teacher	Newman ES	06/02/2017
HUNTER, Mark	Instructional Coach	Briggs K-8	06/30/2017
BROWN, Lisa	Social Science Teacher	Townsend JHS	06/05/2017
MUGLIA, Marlene	Math Teacher	Ayala HS	06/14/2017
KENT, Melanie	Health Teacher	Chino HS	06/30/2017
PRIETO, Stacy	English Teacher	Chino Hills HS	06/05/2017
BLASÉ, Mary Dorothy	Speech & Lang. Path.	Special Education	06/13/2017

**APPOINTMENT – EXTRA DUTY**

ANCONA, Camilla (NBM)	Pep Squad (B)	Townsend JHS	06/30/2017
ENGLISH Jr., Lonnie (NBM)	Football (B)	Ayala HS	06/30/2017
HARO, Ruben (NBM)	Volleyball (B)	Ayala HS	06/30/2017
THOMAS, Jazmin (NBM)	Pep Squad (B)	Ayala HS	06/30/2017
ARELLANO, Alex A. (NBM)	Football (B)	Chino HS	06/30/2017
VALENZUELA, Joseph (NBM)	Band (B)	Chino HS	06/30/2017
BERGMANN, James	Track & Field (B)	Chino Hills HS	06/30/2017
GARNICA, Alfred (NBM)	Boys Tennis (B)	Chino Hills HS	06/30/2017
GOTTBRECHT, John	Golf (B)	Chino Hills HS	06/30/2017
GRADILLA, Miguel (NBM)	Track & Field (B)	Chino Hills HS	06/30/2017
MELCHOR, Andrew (NBM)	Track & Field (B)	Chino Hills HS	06/30/2017
MORALES Jr., Richard	Track & Field (B)	Chino Hills HS	06/30/2017
VERDUZCO, Jenna (NBM)	Track & Field (B)	Chino Hills HS	06/30/2017
WELLER, Ryan (NBM)	Band (B)	Chino Hills HS	06/30/2017
PINEDA, Alana (NBM)	Band (B)	Don Lugo HS	06/30/2017

**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018**

ABDEL-HADI, Siham	ABRAHAM, Charles	AHMAD, Sadia
ALI, Baynezeermina	ANDERSON, Nancy	AREVALO, Jose
BANUELOS, Marisela	BARBA, Mariel	BARTHOLIO, Carol
BEARDEN, Michael	BECERRIL, Alberto	BENJAMIN, Alberto
BOURGOUIN, Judy	BROWN-VILLALOBOS, Jamie	BURDA, Kristen
CAMPOS, Maria	CAREW, Julianne	CARRERA, Brianna

**CERTIFICATED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**APPOINTMENT OF CERTIFICATED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018** (cont.)

CARRERA, Linda	CEPEDA, Jesus	CERVANTES, Anna
CHAVEZ, Michael	DENNIS, Scott	DONEGAN, Sherrie
EARLS, Brian	EICHMANN, Julie	ESTRADA, Kristi
GARDNER, Gayla	GAYNOR-PEREZ, Jennifer	GERDINE, Seth
GLAUE, Linda	GOMEZ, Kristin	GONZALES, Brittany
GONZALEZ, Olivia	GONZALEZ-BERMEJO, Beatriz	GOULD, Cathlene
GUERRERO, Nicholas	GUPTA, Parag	GUTIERREZ, Luise
HILL, Rebecca	HUNTER, Devin	IOSSIF, Italia
KAHN, Lisbeth	KAPILA, Brenda	KIM, Julia
LENTZ, Kevin	MALTESE, Cherise	MARAGNI, Paul
MARQUEZ, Barbara	MATTHEWS, Michelle	MCLEOD, Marsha
M CRAVEN, Michael	MEDEIROS, Daniel	MORGAN, Janet
NAVARRO, Stella	NELSON, Alyson	OCHOA, Daniella
PETERSON, Rebecca	RHODE, Amanda	RODRIGUEZ-UKES, Kathleen
SCHMIDT, Lydia	SHUMAKER, Sonja	SOLORIO, Antoinet
SURINA, Patrick	TABOR, Samuel	TATUM, Esmeralda
TILLET, Gordon	TRONSKE, Nicole	VEGA, Teresa
WALLACE, Rhonda	YEPEZ, Nerissa	

**CLASSIFIED PERSONNEL**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
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**CLASSIFIED CONFIDENTIAL/ MANAGEMENT SALARY SCHEDULE**

**RESIGNATION**

TRAVAGLIA, Beatriz	Coordinator, Child Develop.	Health Services	06/30/2017
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**HIRED AT THE APPROPRIATE PLACEMENT ON THE CLASSIFIED SALARY SCHEDULE**

**APPOINTMENT**

PLUMA, Valerie	IA/Special Ed. (SELPA/GF)	Cortez ES	08/14/2017
RAMOS, Rosa	Child Care Specialist (CDF)	Oak Ridge FC	08/14/2017
RAMOS, Rosa	IA/Childhood Ed. (CDF)	Oak Ridge FC	08/14/2017
CHU, Betty	IA/Biling.-Bilit. Mandarin (ABG)	Adult School	08/14/2017
GAMBOA, Adriana	IA/Biling.-Bilit. Spanish (ABG)	Adult School	07/10/2017
FERMAN, Saul	Purchasing Clerk III (GF)	Purchasing	06/30/2017

**PROMOTION**

DA ROCHA, Marco	FROM: Maintenance II – Painter (GF) 8 hrs./261 contract days TO: Maintenance III – Painter (GF) 8 hrs./261 contract days	Maintenance  Maintenance	06/30/2017
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**INCREASE HOURS/DAYS**

CASTREJON, Linda	FROM: Bus Driver (GF) 5.5 hrs./183 work days TO: Bus Driver (GF) 6 hrs./208 work days	Transportation  Transportation	07/01/2017
CASTRO, Jose	FROM: Bus Driver (GF) 6 hrs./208 work days TO: Bus Driver (GF) 6.5 hrs./208 work days	Transportation  Transportation	07/01/2017
GARCIA, Nora	FROM: Bus Driver (GF) 5.5 hrs./183 work days TO: Bus Driver (GF) 6.0 hrs./183 work days	Transportation  Transportation	07/01/2017

**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
<b><u>INCREASE HOURS/DAYS</u></b> (cont.)			
ROUZAN, Robin	FROM: Bus Driver (GF) 6.5 hrs./208 work days TO: Bus Driver (GF) 7.0 hrs./208 work days	Transportation Transportation	07/01/2017
WHITE, Jessa Rae	FROM: Bus Driver (GF) 5.5 hrs./183 work days TO: Bus Driver (GF) 6.0 hrs./208 work days	Transportation Transportation	07/01/2017
AGUILERA, Gabriel	FROM: Warehouse Delivery Worker (GF) 8 hrs./180 work days TO: Warehouse Delivery Worker (GF) 8 hrs./261 contract days	Warehouse Warehouse	06/30/2017

**CHANGE IN ASSIGNMENT**

VILLALPANDO, Krystal	FROM: IA/Special Ed./SH (SELPA/GF) 5 hrs./181 work days TO: IA/Special Ed./SH (SELPA/GF) 6 hrs./181 work days	Don Lugo HS Borba ES	08/14/2017
WALLACE, Gabriela	FROM: IA/Biling.- Bilit. Spanish (GF) 3 hrs./150 work days TO: IA/Special Ed. (SELPA/GF) 5 hrs./181 work days	Don Lugo HS Ayala HS	07/01/2017

**RESIGNATION OF POSITION**

RAMIREZ, Evelia	Nutrition Services Asst. I (NS)	Walnut ES	06/12/2017
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**DEMOTION OF PROBATIONARY EMPLOYEE WITHOUT PREJUDICE**

Employee #7105			06/20/2017
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**CLASSIFIED PERSONNEL** (cont.)

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
VIVEIROS, Joseph	Custodian I (GF)	Eagle Canyon ES	06/16/2017
LEE, Matthew	Warehouse Delivery Worker (GF)	Warehouse	06/19/2017

**PLACED ON 39 MONTH RE-EMPLOYMENT LIST**

**RESIGNATION**

FORD, Akacia	Athletic Trainer (GF)	Chino Hills HS	06/30/2017
MADRIGAL, Michael	Technology Technician (GF)	Technology	06/22/2017

**RETIREMENT**

VALDEZ, Annabell (22 years of service)	IA/Special Ed. (SELPA/GF)	Ayala HS	07/01/2017
VANDEN BERGE, Lorae (19 years of service)	IA/Special Ed. (SELPA/GF)	Chino Hills HS	08/05/2017
CASTREJON, Linda (10 years of service)	Bus Driver (GF)	Transportation	01/01/2018

**APPOINTMENT OF CLASSIFIED SUBSTITUTES EFFECTIVE JULY 1, 2017, THROUGH JUNE 30, 2018**

AGUAYO, Rosa	ALFARO, Maria	CATALAN, David
CHILTON, Jana	CISNEROS, Pamela	DELGADO, Linda
GOMEZ, Michelle	GONZALEZ, Gustavo	GONZALEZ, Nicole
GUILLEN Jr., John	HILL, Kimberly	KEIR, Barbara
LADNIER, Linda	LUCAS, John	MARTIN, Jamye
MOHLMAN, Tyler	NEAL, Gloria	NEAL, Nicole
PETERSON, Madeline	SANCHEZ, Virnie	SILVEIRA, Allisson
SOLORZANO, Ana		

(504) = Federal Law for Individuals with Handicaps  
(ACE) = Ace Driving School  
(ABG) = Adult Education Block Grant  
(ASB) = Associated Student Body  
(ASF) = Adult School Funded  
(ATE) = Alternative to Expulsion  
(B) = Booster Club  
(BTSA) = Beginning Teacher Support & Assessment  
(C) = Categorically Funded  
(CAHSEE)= California High School Exit Exam  
(CC) = Children's Center (Marshall)  
(CDF) = Child Development Fund  
(CSR) = Class Size Reduction  
(CVLA) = Chino Valley Learning Academy  
(CWY) = Cal Works Youth  
(E-rate) = Discount Reimbursements for Telecom.  
(G) = Grant Funded  
(GF) = General Fund  
(HBE) = Home Base Education  
(MM) = Measure M – Fund 21  
(MAA) = Medi-Cal Administrative Activities  
(MH) = Mental Health – Special Ed.  
(NBM) = Non-Bargaining Member  
(ND) = Neglected and Delinquent  
(NS) = Nutrition Services Budget  
(OPPR) = Opportunity Program  
(PFA) = Parent Faculty Association  
(R) = Restricted  
(ROP) = Regional Occupation Program  
(SAT) = Saturday School  
(SB813) = Medi-Cal Admin. Activities Entity Fund  
(SELPA) = Special Education Local Plan Area  
(SOAR) = Students on a Rise  
(SPEC) = Spectrum Schools  
(SS) = Summer School  
(SWAS) = School within a School  
(VA) = Virtual Academy  
(WIA) = Workforce Investment Act

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Human Resources  
Daniel P. Mellon, ARM-P, Director, Risk Management and Human Resources

**SUBJECT: REJECTION OF CLAIMS**

=====

**BACKGROUND**

Claim 17-06-09 was submitted on June 9, 2017, by Mary Roman on behalf of her son, a student at Briggs K-8. Claimant alleges that he sustained injury after he was sent with other students to retrieve a computer cart from another room. As he lead the cart through the entrance, the door closed on his finger. Claimant seeks reimbursement for medical cost in the amount of \$899.36.

Claims 17-06-10 and 17-06-11 were submitted on June 9, 2017, by Marilyn R. Loft on behalf of herself and her son a student at Oak Ridge ES. Claimant alleges that her son sustained injury after slipping and falling in a muddy puddle while running laps during PE. Claimant seeks damages and a settlement demand of \$75,000.00.

Claim 17-06-12 was submitted on June 14, 2017, by Ulises and Diana Casas on behalf of their son, a student at Hidden Trails ES. Claimant alleges that he sustained injury after falling while running relays during PE. Claimant seeks reimbursement for medical cost in the amount of \$426.12.

The Board is requested to reject claims against the District to allow insurance carriers to investigate the claims and make recommendations regarding the dispositions.

Approval of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education reject the claims and refer them to the District’s insurance adjuster.

**FISCAL IMPACT**

Unknown at present.

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

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Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Human Resources  
Suzanne Hernandez, Ed.D., Director, Human Resources  
Richard Rideout, Director, Human Resources

**SUBJECT: GRADUATE AND PROFESSIONAL EDUCATION AGREEMENT  
WITH THE UNIVERSITY OF REDLANDS**

=====

**BACKGROUND**

The Chino Valley Unified School District has an opportunity to establish a graduate and professional education agreement with the University of Redlands. The University of Redlands is offering discounted tuition, customized education and training opportunities, special events and other benefits to benefit-eligible employees, spouses, and domestic partners of Chino Valley Unified School District.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the graduate and professional education agreement with the University of Redlands.

**FISCAL IMPACT**

None.

WMJ:LF:SH:RR:mcm

## CORPORATE PARTNER AGREEMENT

This Memorandum of Understanding (MOU) between the University of Redlands (herein referred to as "Redlands") and Chino Valley Unified School District (herein referred to as "MOU Partner") documents the commitment of both parties to enter into a mutually beneficial education and training agreement.

Through this agreement, Redlands offers discounted tuition, customized education and training opportunities, special events and other benefits to benefit-eligible employees, spouses and domestic partners of MOU Partner.

MOU Partner offers opportunities for Redlands to promote programs and recruit students. The promotion and recruitment process may include on-site information meetings, education fairs, and advertisements as approved by the MOU Partner;

### **Discounts:**

#### **School of Business Degree Programs**

MOU Partner employees, spouses and domestic partners of employees shall receive the tuition discount of 10% for programs offered at any of the Redlands regional campuses and 15% for programs offered by the School of Business and delivered on-site at MOU Partner facilities.

#### **School of Education Programs**

MOU Partner employees, spouses and domestic partners of employees shall receive the tuition discount of 10% for programs offered at any of the Redlands regional campuses and 15% for programs offered by the School of Education and delivered on-site at MOU Partner facilities.

#### **School of Continuing Studies Certificates and Workshops**

MOU Partner employees, spouses and domestic partners of employees shall receive the tuition discount of 10% for corporate-sponsored programs offered by the School of Continuing Studies and delivered on-site at MOU Partner facilities.

**On-site Programs:** On-site programs are delivered at MOU Partner facilities, at the request of MOU Partners. MOU Partner agrees to provide classroom/computer lab facilities as required for particular courses, programs and degrees, subject to Redlands approval. Redlands shall set minimum enrollment requirements. Should minimum enrollment requirements not be met (or subsequent to the start of the program, fall below minimum requirements), students may be offered the opportunity to register at another Redlands regional facility, and discount rate would be adjusted according to the terms listed above. Additional restrictions may apply.

**Program Delivery:** Each course and program has unique requirements, and prospective students should examine all requirements before registering.

**Academic Policies:** All policies stated in the current *University of Redlands Catalog* apply. These policies pertain to graduation requirements, academic honesty, withdrawal, re-enrollment, grade disputes and other policies important to all students undertaking degree work at the University of Redlands.

**Application, Admission and Registration Requirements:** Where applicable, students must meet all current application, admission and registration requirements.

**Verification of Employment Status:** Redlands may, at any time, require verification of current employee status of any MOU Partner student receiving the above listed discounts. Verification must be supplied directly from the MOU Partner, not the student.

**Transcripts:** Prospective undergraduate students must provide official transcripts from each college or university ever attended. Prospective graduate students must provide an official transcript from each institution from which they earned a degree.

**Tuition and Fees:** Tuition and fees are charged according to the *University of Redlands Catalog* in effect at the time of the student's enrollment. Tuition and fees are subject to change.

**Payments and Billing Statements:** Students are billed directly by Redlands for tuition and fees. Students are responsible for submitting payment within 45 days and are solely liable for payment of all tuition and fees regardless of financial aid or MOU Partner tuition remission/reimbursement policies. Students enrolled in the School of Continuing Studies are required to pay for courses before attending their first class.

**MOU Expiration:** This MOU will expire three (3) years after acceptance by both parties unless renewed by both parties after review.

**Indemnification:** MOU Partner shall defend, indemnify and hold Redlands, its officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligence or intentional acts of omissions of MOU Partner, its officers, agents or employees.

Redlands shall defend, indemnify and hold MOU Partner, its officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligence or intentional acts of omissions of Redlands, its officers, agents or employees.

**Entire Agreement:** This MOU contains all of the agreements and understandings relating to this educational partnership and obligations between MOU Partner and Redlands in connection therewith and neither party and no agent thereof has made or is making, and neither party in executing and delivering this MOU is relying upon, any warranties, promises or agreements, except as set forth in this MOU. All understandings and agreements heretofore between MOU Partner and Redlands relating to educational programs are merged in this MOU, which alone fully and completely express their agreement.

**Redlands Contact:** For all issues regarding this MOU, please contact the Associate Vice-President for Enrollment Management, 1200 E. Colton Avenue, Redlands, CA 92373-0999, (909) 748-8739.

**Agreed:**

**For the University of Redlands:**

\_\_\_\_\_

Date: \_\_\_\_\_

Nancy C. Svenson

AVP for Enrollment Management

Nancy\_Svenson@redlands.edu

**For :**

\_\_\_\_\_

Date: \_\_\_\_\_

Lea Fellows

Assistant Superintendent, Human  
Resources

Chino Valley Unified School District

Address: 5130 Riverside Drive

Chino, CA 91710

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Human Resources  
Suzanne Hernandez, Ed.D., Director, Human Resources  
Richard Rideout, Director, Human Resources

**SUBJECT: STUDENT TEACHING AGREEMENT WITH CALIFORNIA STATE  
UNIVERSITY'S CALSTATETEACH**

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**BACKGROUND**

Student teachers provide a high quality of learning, support, and practical classroom experience for professionals in training. The Chino Valley Unified School District has an opportunity to establish a student teaching agreement with California State University's CalStateTEACH.

Approval of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education approve the student teaching agreement with California State University's CalStateTEACH.

**FISCAL IMPACT**

None.

WMJ:LF:SH:RR:mcm



**California State University's CalStateTEACH Program**

**Memorandum of Understanding and Agreement to  
Provide Student Teacher Placements to University Students**

This agreement is between the Chino Valley Unified School District ("District") and the California State University's CalStateTEACH Program ("University"), who may be referred to collectively as the parties. This Agreement describes and confirms the expectations and responsibilities of the Parties regarding the Student Teaching Program through which University students enrolled in a credentialing program ("Student Teachers") will gain experience in the public school setting.

**TERM OF THE AGREEMENT**

This Agreement shall remain in effect for a term of years beginning July 1, 2017 and ending June 30, 2020, unless terminated sooner. Either party may terminate this Agreement on 30 days' written notice to the other party; provided, however, that credential candidates shall be allowed to conclude any ongoing assignments. Performance under this Agreement shall be reviewed annually, and the parties may agree to annual extensions after expiration of the initial term.

**DISTRICT AND SCHOOL ADMINISTRATOR RESPONSIBILITIES**

1. The District will provide the Student Teachers with supervised clinical experience. The District's Designated Supervisor(s) will hold an appropriate degree, credential or license in the specified field, if any is required for that field, and at least five years' experience in that field. The Supervisor will provide the Student Teacher with at least two hours of face-to-face supervision per week for the duration of the student teaching. Supervision may be shared among more than one qualified District staff member.
2. The District will designate a member of its staff to participate with the University's designee in planning, implementing, and coordinating the student teaching program.
3. The District may, in its sole discretion, refuse to accept as a participant in the Student Teaching Program any University student assigned to participate, and, upon request of the District, University shall withdraw the assignment of any University student participant.
4. After the District accepts the assignment of a Student Teacher, the District may terminate the student teaching for "good cause." "Good cause" may include, but is not limited to failure to perform satisfactorily, refusal to follow District administrative policies,



procedures, rules and regulations, or violation of any federal or state law. The District will immediately notify University in writing if it terminates an assignment. The District reserves the right to ban anyone from District facilities when the District finds, in its sole discretion that the presence of the person poses a threat or disrupts operations. University is responsible for informing its student participants of the provisions of this Section. District will immediately notify University, if District knows or suspects any professional or ethical or legal violations. University will cooperate with District in any investigation concerning the reported violation.

6. District shall, on any day when a Student Teacher is receiving training at its facilities, arrange for the Student Teacher to receive any necessary emergency health care or first aid for accidents occurring in its facilities. Except as provided in this paragraph, District shall have no obligation to furnish medical care, surgical care or other health care to any Student Teacher.

### **UNIVERSITY RESPONSIBILITIES**

1. University will work collaboratively with the District's HR department, school site administration, and staff in the assignment of the Student Teacher.
2. University will confer regularly with District and site administration and district-employed mentor/liaison through meetings, telephone calls, and/or e-mail.
3. University will immediately notify appropriate District and site administration if University administration has knowledge of or suspects any professional or ethical violations by a Student Teacher in the school. University and District agree they will cooperate in any investigation concerning the reported violation.
4. University will guarantee that Student Teachers and university supervisors have appropriate tuberculosis and fingerprinting clearance, including subsequent arrest notification service.
5. University will instruct Student Teachers in state laws regarding child abuse reporting, sexual harassment and professional conduct.
6. University supervisors will conduct systematic and regular observations of Student Teachers' performances in the District's classrooms.
7. University will be responsible for ensuring that Student Teachers have appropriate insurance coverage.

### **STUDENT TEACHER RESPONSIBILITIES**

1. Provide the District with the following documentation:
  - a. a copy of the letter from the University assigning the student to the District.
  - b. a background check fingerprint clearance report.
  - c. a negative tuberculosis test result, and
2. Comply with all applicable terms and provisions of this Agreement while serving as a Student Teacher.
3. Comply with the District's policies and procedures, and applicable state and federal laws



- and regulations while serving as a Student Teacher.
4. Provide services to District pupils only under the direct supervision of District staff.
  5. Maintain the confidentiality of pupil information. No Student Teacher will have access to or have the right to receive any District pupil records, except to the extent necessary in the regular course of assisting in providing services to pupils as part of the student teaching program. The discussion, transmission, or narration in any form by Student Teachers of any individually identifiable pupil information, educational, medical or otherwise, which is obtained in the course of the student teaching program is forbidden except as a necessary part of the practical student teaching experience. Otherwise, Student Teachers shall use de-identified information only (and not personally identifiable pupil information) in any discussions about the student teaching experience with University, its employees, agents or others.

### **STATUS OF DISTRICT AND UNIVERSITY STUDENTS**

The parties expressly understand and agree that all University students serving as Student Teachers in District schools pursuant to this Agreement are doing so for educational purposes only, and Student Teachers are not considered employees of the District for any purpose, including, but not limited to, compensation for services, welfare and pension benefits, or workers' compensation insurance. It is the responsibility of University to provide notice to its student participants of the provisions of this Section. The provisions of this Section shall survive the termination or expiration of this Agreement.

### **LIABILITY INSURANCE & WORKERS' COMPENSATION**

The University shall take out and maintain a "claims-made" policy of general liability and professional liability insurance (including personal injury with limits not less than \$1 million per loss and damage to property of others up to \$5,000 per incident), with extended reporting period of three (3) years, covering Student Teachers, and naming District as an additional named insured under such insurance policy or policies. Further, University agrees to maintain professional and comprehensive general liability insurance, with no exclusion for molestation or abuse, at a minimum of Five Million Dollars (\$5,000,000) per occurrence and Twenty-Five Million Dollars (\$25,000,000) in aggregate throughout the course of this Agreement.

Further, University shall provide written notice that should any of the above described policies be cancelled before the expiration thereof, notice will be delivered in accordance with the policy provisions. University also agrees to maintain statutory Workers' Compensation coverage on Student Teachers, any individuals characterized as employees of University and instructors working at District pursuant to this Agreement at all times during the course of this Agreement.

University shall provide certificates evidencing all coverage referred to in this Section within thirty (30) days of execution of this Agreement and thereafter, on an annual basis. If the coverage is on a claims-made basis, University hereby agrees that not less than thirty (30) days prior to the



effective date of termination of University's current insurance coverage or termination of this Agreement, University shall either purchase three (3) year tail coverage per claim or provide proof of continuous coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of University's current coverage or prior to termination of this Agreement, as applicable, and provide District a certificate of insurance evidencing such coverage.

The University is permissibly self-insured through the State of California for automobile liability. The District shall be named as an additional insured or covered party on the liability coverages maintained by the University set forth above, and such coverages shall be primary to any coverages maintained by the District. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/ \$2 million aggregate.

#### **NO WORKERS' COMPENSATION LIABILITY**

The Parties agree that the District is not to assume, nor shall it assume by this Agreement any liability under the California Workers' Compensation Insurance and Safety Act for, by or on behalf of any Student Teacher or University employees while they are on the premises of the District or while performing any duty whatsoever under the terms of the Agreement or while going to or from any of the student teaching placement sites. University shall provide written notice to each Student Teacher regarding the lack of coverage of Workers' Compensation insurance by the District.

#### **INDEMNIFICATION**

University shall defend, indemnify and hold District and its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officials, agents, or employees.

District shall defend, indemnify and hold University, its officials, employees and agents, harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damage arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of District, its officials, agents, or employees.

#### **ADDITIONAL PROVISIONS**

1. Nothing contained in this Agreement shall be deemed or construed to create a joint venture, partnership, principal-agent or employment relationship between the parties and neither party shall have the authority to bind the other party for any purpose.
2. This Agreement and the rights and obligations of the parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of



- this Agreement shall be venued in the county in which the District is located.
3. This Agreement supersedes all prior and contemporaneous agreements and understandings between the parties, both oral and written, with respect to its subject matter and constitutes the complete agreement and understanding between the parties, unless modified in a writing executed by both parties.
  4. In the event of a dispute between the parties arising from this Agreement, the parties agree to mediate the dispute before initiating litigation. The Parties agree that with regard to any dispute or claim related to this Agreement, prior to the initiation of a lawsuit or other legal action, they shall and must, in good faith, submit the claim or dispute to mediation with any mutually agreeable neutral. The costs of the neutral will be split equally between the Parties. The prevailing party shall be entitled to recovery from the losing party the prevailing party's reasonable expenses (fees and costs) incurred in the lawsuit or legal action as allowed by law.
  5. If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be amended to achieve as nearly as possible the same effect as the original provision, and the remainder of this Agreement shall remain in full force and effect.
  6. No delay or failure by either party to act in the event of a breach or default hereunder shall be construed as a waiver of that or any succeeding breach or a waiver of the provision itself.
  7. This Agreement may be executed in any number of counterparts, each of which shall be an original as against any party whose signature appears and all of which together shall constitute one and the same instrument.

Signed this \_\_\_\_\_ date of \_\_\_\_\_.

\_\_\_\_\_  
School District Designee

\_\_\_\_\_  
Regional Director, California State University's CalStateTEACH



**Chino Valley Unified School**  
**District Our Motto:**  
Student Achievement • Safe Schools • Positive School  
Climate Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support

**SUBJECT: BOYS REPUBLIC HS, CHINO VALLEY LEARNING ACADEMY, AND CHINO VALLEY ADULT SCHOOL STUDENT ATTENDANCE CALENDARS FOR THE 2018/2019 AND 2019/2020 SCHOOL YEARS**

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**BACKGROUND**

The Board will consider the Student Attendance Calendars for the 2018/2019 and 2019/2020 school years. The Student Attendance Calendar is adopted sufficiently in advance of the school year in order to provide community stakeholders with ample time to provide input and conduct advance planning for the coming year. Additionally, adoption of the Student Attendance Calendars at this time permits the District to meet with exclusive representatives of the District's certificated and classified employees regarding applicable work year calendars. The Student Attendance Calendar is not intended to constitute the employee work year calendar, which will be negotiated to the extent required by law.

Consideration of this item supports the goals identified within the District's Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education receive for information the Boys Republic HS, Chino Valley Learning Academy, and Chino Valley Adult School Student Attendance Calendars for the 2018/2019 and 2019/2020 school years.

**FISCAL IMPACT**

None.

WMJ:GP:rtt

Chino Valley Unified School District  
**2018-2019 STUDENT ATTENDANCE CALENDAR**

**Boys Republic High School**  
**217 School Days**

**JULY 2018**

S	M	T	W	Th	F	S
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**AUGUST 2018**

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**SEPTEMBER 2018**

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**OCTOBER 2018**

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**NOVEMBER 2018**

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**DECEMBER 2018**

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**JANUARY 2019**

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**FEBRUARY 2019**

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**MARCH 2019**

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**APRIL 2019**

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**MAY 2019**

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**IMPORTANT DATES**

July 2-6	School Closed	Jan 21	Martin Luther King Day	 First day of School  Last Day of School  Legal Holiday  School Closed
July 4	Independence Day	Feb 11	Lincoln's Birthday	
July 9	First Day of School	Feb 18	Washington's Birthday	
September 3	Labor Day	March 25-29	Spring Break	
September 3-7	School Closed	May 27	Memorial Day	
September 17	X Teacher Workday (student free)	June 20	Last Day of School	
November 12	Veteran's Day Observed	June 21	X Teacher Workday (student free)	
November 19-23	Thanksgiving Break			
December 21	X Teacher Workday (student free)			
Dec 21-Jan 4	Christmas/Winter Break			
June 29, 2017				

Chino Valley Unified School District  
**2019-2020 STUDENT ATTENDANCE CALENDAR**

**Boys Republic High School**  
**217 School Days**

**JULY 2019**

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**AUGUST 2019**

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**SEPTEMBER 2019**

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**OCTOBER 2019**

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**NOVEMBER 2019**

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**DECEMBER 2019**

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**JANUARY 2020**

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**FEBRUARY 2020**

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**MARCH 2020**

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**APRIL 2020**

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**MAY 2020**

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**JUNE 2020**

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**IMPORTANT DATES**

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July 4	Independence Day	February 10	Lincoln's Birthday	
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September 2	Labor Day	March 23-27	Spring Break	
September 2-6	School Closed	May 25	Memorial Day	
September 16	X Teacher Workday (student free)	June 18	Last Day of School	
November 11	Veteran's Day	June 19	X Teacher Workday (student free)	
November 25-29	Thanksgiving Break			
December 20	X Teacher Workday (student free)			
December 20-Jan 3	Christmas/Winter Break			

Chino Valley Unified School District  
**2018-2019 STUDENT ATTENDANCE CALENDAR**  
 Chino Valley Learning Academy  
 204 School Days

**JULY 2018**

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**AUGUST 2018**

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**OCTOBER 2018**

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**NOVEMBER 2018**

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**DECEMBER 2018**

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**JANUARY 2019**

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**FEBRUARY 2019**

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**MARCH 2019**

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**APRIL 2019**

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**MAY 2019**

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**JUNE 2019**

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**IMPORTANT DATES**

July 4	Independence Day	Jan 21	Martin Luther King Day	 First day of School  Last Day of School  Legal Holiday  School Closed
July 5	First Day of School	Feb 11	Lincoln's Birthday	
July 23-Aug 10	School Closed	Feb 18	Washington's Birthday	
August 10	X Teacher Workday (student free)	March 22	School Closed	
September 3	Labor Day	March 25-29	Spring Break	
November 12	Veteran's Day Observed	April 19	School Closed	
November 19-23	Thanksgiving Break	May 27	Memorial Day	
December 21	X Teacher Workday (student free)	June 17	Last Day of School	
Dec 21-Jan 4	Christmas/Winter Break	June 18	X Teacher Workday (student free)	
		June 29, 2017		

Chino Valley Unified School District  
**2019-2020 STUDENT ATTENDANCE CALENDAR**  
 Chino Valley Learning Academy  
 204 School Days

**JULY 2019**

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**AUGUST 2019**

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**SEPTEMBER 2019**

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**OCTOBER 2019**

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**DECEMBER 2019**

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**JUNE 2020**

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**IMPORTANT DATES**

July 4	Independence Day	Jan 20	Martin Luther King Day	 First day of School  Last Day of School
July 5	First Day of School	Feb 10	Lincoln's Birthday	
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August 9	X Teacher Workday (student free)	March 20	School Closed	
Sept 2	Labor Day	March 23-27	Spring Break	 School Closed
Nov 11	Veterans' Day	April 10	School Closed	
Nov 25-29	Thanksgiving Break	May 25	Memorial Day	
December 20	X Teacher Workday (student free)	June 16	Last Day of School	
Dec 20-Jan 3	Christmas/Winter Break	June 17	X Teacher Workday (student free)	

Chino Valley Unified School District  
**2018-2019 STUDENT ATTENDANCE CALENDAR**

**Chino Valley Adult School**  
**205 School Days**

**JULY 2018**

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**OCTOBER 2018**

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**DECEMBER 2018**

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**JANUARY 2019**

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**FEBRUARY 2019**

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**MARCH 2019**

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**APRIL 2019**

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**MAY 2019**

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**JUNE 2019**

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**IMPORTANT DATES**

July 2-6	School Closed	Jan 21	Martin Luther King Day	 First day of School  Last Day of School
July 4	Independence Day	Feb 11	Lincoln's Birthday	
July 9	First Day of School	Feb 18	Washington's Birthday	 Legal Holiday  School Closed
September 3	Labor Day	March 22	School Closed	
November 12	Veteran's Day Observed	March 25-29	Spring Break	
November 19-23	Thanksgiving Break	April 19	School Closed	
December 21-Jan 4	Christmas/Winter Break	May 27	Memorial Day	
		May 30	Last Day of School	

Chino Valley Unified School District  
**2019-2020 STUDENT ATTENDANCE CALENDAR**

**Chino Valley Adult School**  
**205 School Days**

**JULY 2019**

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**AUGUST 2019**

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**SEPTEMBER 2019**

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**OCTOBER 2019**

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**NOVEMBER 2019**

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**DECEMBER 2019**

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**JANUARY 2020**

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**FEBRUARY 2020**

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**MARCH 2020**

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**APRIL 2020**

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**MAY 2020**

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**JUNE 2020**

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**IMPORTANT DATES**

July 1-5	School Closed	Jan 20	Martin Luther King Day	 First day of School  Last Day of School
July 4	Independence Day	Feb 10	Lincoln's Birthday	
July 8	First Day of School	Feb 17	Washington's Birthday	 Legal Holiday
Sept 2	Labor Day	March 20	School Closed	
Nov 11	Veteran's Day	March 23-27	Spring Break	 School Closed
Nov 25-29	Thanksgiving Break	April 10	School Closed	
Dec 20-Jan 3	Christmas/Winter Break	May 25	Memorial Day	
		May 28	Last Day of School	

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Grace Park, Ed.D., Assistant Superintendent, Curriculum, Instruction, Innovation, and Support  
Don Jones, Director, Secondary Curriculum and Instruction

**SUBJECT: COURSE MODIFICATION TO SPANISH 3 HONORS**

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**BACKGROUND**

The Chino Valley Unified School District routinely revises curriculum guides and develops courses in accordance with State Content Standards, State Frameworks, and student need. Accordingly, the revision and development of curriculum guides are the results of a collaborative effort of teachers in the related academic areas. Spanish 3 Honors is being modified to meet the requirements needed in order to qualify for the Honors Distinction within the UC Course Management System.

The standards for Spanish 3 Honors are aligned with the five goal areas specified by the National Foreign Language Standards as follows: communication, cultures, connections, comparisons, and communities. There is a total of eleven (11) standards. These standards are general in nature and apply to all levels of foreign language instruction. For each of the eleven standards, there are specific objectives that define what students should know and can do upon completion of each level of instruction. In addition, performance indicators, or examples of student performance and appropriate classroom activities, are provided for many of the objectives.

Modifications to course language is provided in UPPER CASE.

This course was presented to the Curriculum Council and A.C.T. has been consulted.

Consideration of this item supports the goals identified within the District’s Strategic Plan.

**RECOMMENDATION**

It is recommended the Board of Education receive for information the course modification to Spanish 3 Honors.

**FISCAL IMPACT**

None.

## Chino Valley Unified School District High School Course Description

A. CONTACTS	
<b>1. School/District Information:</b>	School/District: Chino Valley Unified School District Street Address: 5130 Riverside Dr., Chino, CA 91710 Phone: (909) 628-1201 Web Site: chino.k12.ca.us
<b>2. Course Contact:</b>	Teacher Contact: Office of Secondary Curriculum Position/Title: Director of Secondary Curriculum Site: District Office Phone: 909-628-1201 X1630
B. COVER PAGE - COURSE ID	
<b>1. Course Title:</b>	Spanish 3 Honors
<b>2. Transcript Title/Abbreviation:</b>	Spanish 3 H
<b>3. Transcript Course Code/Number:</b>	5726
<b>4. Seeking Honors Distinction:</b>	Yes
<b>5. Subject Area/Category:</b>	Meets the UC/CSU "e" Foreign Language requirement
<b>6. Grade Level(S):</b>	9-12
<b>7. Unit Value:</b>	10 credits/5 credits per semester
<b>8. Course Previously Approved by UC:</b>	Yes
<b>9. Classified as a Career Technical Education Course:</b>	No
<b>10. Modeled After an UC-Approved Course:</b>	Yes
<b>11. Repeatable for Credit:</b>	No
<b>12. Date of Board Approval:</b>	November 21, 2002
<b>Date of Revision Approval:</b>	
<b>13. Brief Course Description:</b>	<p>The standards for foreign language are aligned with the five goal areas specified by the National Foreign Language Standards as follows: communication, cultures, connections, comparisons, and communities. There is a total of eleven (11) standards. These standards are general in nature and apply to all levels of foreign language instruction. For each of the eleven standards, there are specific objectives that define what students should know and can do upon completion of a particular level of instruction. In addition, performance indicators, or examples of student performance and appropriate classroom activities, are provided for many of the objectives.</p>
<b>14. Prerequisites:</b>	Spanish 2
<b>15. Context for Course:</b>	<p>In this advanced language course, which is aligned with the California World Language Standards, students will continue to expand their listening, speaking, reading, and writing skills and build cultural knowledge and understanding. To prepare students for the rigor of the 4<sup>th</sup> year of advanced placement course, grammar skills and vocabulary development are enhanced and intensified and will be assessed in oral, aural, reading comprehension, and written competencies. The variety and differences of cultures within the Spanish speaking world are highlighted and students will gain a greater understanding of various Hispanic cultures. This course is communication based and it is conducted primarily in Spanish.</p>
<b>16. History of Course Development:</b>	<p>Stages of Learning – For each level of instruction, stages of learning are indicated. There are three stages of learning: beginning, developing, and expanding. The learning stages represent a continuum of development, reflecting the diversity and idiosyncratic nature of individual student learning, as opposed to levels of instruction, defined by years or semesters of classroom instruction. Each learning stage may require more than one level of instruction, depending</p>

# Chino Valley Unified School District

## High School Course Description

on various factors such as student ability, classroom instruction, diversity of scheduling, and other variables affecting student learning. The beginning stage commences in Level I and may carry over into Level II. The developing stage may begin in Level II and generally includes Level III, perhaps extending into Level IV. The expanding stage will usually incorporate instruction initiated in Level IV and possibly continue through Level VI.

**Beginning Stage** – Students can communicate with memorized phrases and words. Expressing basic wants and needs is accomplished with simple statements such as “I would like to go to the movies.”

**Developing Stage** – Students are not only able to express basic wants and needs, but can also elaborate on them. For example, “I would like to go to the movies, but I don’t have any money because I spent it all on CDs yesterday.”

**Expanding Stage** – Students can communicate in more complex and involved situations, can respond to problems, and can resolve those problems using the foreign language. For example, “I would like to go to the movies, but I don’t have any money. Could you loan me some money and I’ll pay you back when I have the chance?”

<b>17. Textbooks:</b>	Descubre 3 Vista Higher Learning, 2013 ISBN: 1618572008
<b>18. Supplemental Instructional Materials:</b>	None

### C. COURSE CONTENT

**1. Course Purpose:**  
A key element to success in our current world is the ability to speak other peoples’ languages and to function with people from other cultures. In our own state alone, proficiency in languages in addition to English is critical simply as a means for communicating with one another.

- 2. Course Outline:**
- Standard 1 – Students engage in conversation, provide and obtain information, express feelings and emotions, and exchange opinions. (Interpersonal)
- Standard 2 – Students understand and interpret written and spoken language on a variety of topics. (Interpretive)
- Standard 3 – Students present information, concepts, and ideas to an audience of listeners or readers on a variety of topics. (Presentational)
- Standard 4 – Students demonstrate an understanding of the relationship between the practices and perspectives of the culture studies.
- Standard 5 – Students demonstrate an understanding of the relationship between the products and perspectives of the culture studied.
- Standard 6 – Students reinforce and further their knowledge of other disciplines through the foreign language.
- Standard 7 – Students acquire information and recognize the distinctive viewpoints that are only available through the foreign language and its culture.
- Standard 8 – Students demonstrate understanding of the nature of language through comparisons of the language studied and their own.

# Chino Valley Unified School District

## High School Course Description

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Standard 9 – Students demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own.

Standard 10 – Students use the language both within and beyond the school setting.

Standard 11 – Students show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.

IN ADDITION, STUDENTS WILL LEARN CONTENT IN THE FOLLOWING THEMES:

### THEME 1: PERSONAL RELATIONSHIPS

STUDENTS WILL BE INTRODUCED TO VOCABULARY FOR DESCRIBING PERSONALITY, EMOTIONAL STATES, FEELINGS, AND RELATIONSHIPS. STUDENTS WILL REVIEW GRAMMAR INCLUDING THE PRESENT TENSE, SER VS. ESTAR, AND THE PRESENT PROGRESSIVE TENSE. STUDENTS WILL EXPAND THEIR ABILITY TO DESCRIBE IN THE PRESENT, NARRATE IN THE PRESENT, AND EXPRESS PERSONAL RELATIONSHIPS. FOCUSING CULTURALLY ON HISPANICS IN THE UNITED STATES, STUDENTS WILL LEARN ABOUT INTERCULTURAL RELATIONSHIPS. THEY WILL LEARN ABOUT CULTURAL ORGANIZATIONS SUCH AS THE SPANISH NATIONAL ORGANIZATION OF THE BLIND (ONCE) AS THEY WATCH A SHORT FILM ON A RELATIONSHIP ("DI ALGO"). STUDENTS WILL READ POETRY BY PABLO NERUDA ABOUT A RELATIONSHIP ("POEMA 20"), AND READ ABOUT HIGH-ACHIEVING MINORITY FIGURES AND THEIR RELATIONSHIPS (SONIA SOTOMAYOR). A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL ANALYZE AND DESCRIBE DATING TRADITIONS THEY HAVE LEARNED IN AN E-MAIL OR A CONVERSATION (INTERPERSONAL MODE) OR RESEARCH OTHER HIGH-ACHIEVING MINORITY FIGURES AND WRITE A SHORT COMPOSITION (PRESENTATIONAL MODE).

### THEME 2: LEISURE ACTIVITIES

STUDENTS WILL BE INTRODUCED TO VOCABULARY RELATED TO MUSIC AND THEATER, RECREATION, SPORTS AND GAMES, AND ENTERTAINMENT. STUDENTS WILL REVIEW AND EXPAND GRAMMAR INCLUDING DIRECT AND INDIRECT OBJECT PRONOUNS, THE VERB GUSTAR AND SIMILAR VERBS, AND REFLEXIVE VERBS. STUDENTS WILL EXPAND THEIR ABILITY TO AVOID REDUNDANCY, EXPRESS PERSONAL LIKES AND DISLIKES, AND DESCRIBE DAILY ROUTINES AND ACTIVITIES. FOCUSING ON THE CULTURE OF MEXICO, STUDENTS WILL LEARN ABOUT THE ENTERTAINMENT INDUSTRY BY STUDYING MEXICAN CINEMA (ACTORS SALMA HAYAK AND GAEL GARCIA BERNAL; DIRECTORS ALFONSO ARAU, ALFONSO CUARÓN, ALEJANDRO IÑÁRRITU, AND GUILLERMO DEL TORO), AND BULLFIGHTING. STUDENTS WILL EXPLORE THE CONCEPT OF TONE AS THEY READ A SHORT STORY ABOUT TELEVISION ("IDILIO") AND EXPLORE CONFUSING FICTION WITH REALITY. A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL PRESENT SITUATION SKITS ABOUT DAILY ROUTINES OR A SCENE ABOUT SEEING A FRIEND AT A CAFÉ (PRESENTATIONAL MODE) THEN WRITE AN E-MAIL TO A FRIEND DESCRIBING THE SCENE USING DIRECT AND INDIRECT PRONOUNS (INTERPRETIVE AND INTERPERSONAL MODES).

### THEME 3: DAILY LIFE

STUDENTS WILL BE INTRODUCED TO VOCABULARY RELATED TO HOUSEHOLD TASKS, SHOPPING, EXPRESSIONS OF FREQUENCY, AND DAILY LIFE. STUDENTS WILL REVIEW AND LEARN GRAMMAR INCLUDING THE PRETERIT, THE IMPERFECT, THE PRETERIT VS. THE IMPERFECT, AND THE PAST PARTICIPLE (PRESENT PERFECT TENSE). STUDENTS WILL EXPAND THEIR ABILITY TO NARRATE IN THE PAST, EXPRESS COMPLETED PAST ACTIONS AND EXPRESS HABITUAL OR ONGOING PAST EVENTS AND CONDITIONS. WITH A FOCUS ON THE CULTURE OF SPAIN, STUDENTS WILL LEARN ABOUT SPAIN'S ROYAL FAMILY (WITH AN EMPHASIS ON LETIZIA ORTIZ), AND DAILY LIFE IN SPAIN BY WATCHING A VIDEO ABOUT SHOPPING IN BARCELONA. STUDENTS WILL WATCH A SHORT FILM WHERE AN ORDINARY ENCOUNTER WITH A

# Chino Valley Unified School District

## High School Course Description

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STRANGER IN A MARKET TURNS INTO SOMETHING UNEXPECTED ("ADIÓS MAMÁ"). STUDENTS WILL RECOUNT WHAT HAPPENED IN THE FILM AND DISCUSS SAFETY RULES ABOUT STRANGERS (INTERPRETIVE AND PRESENTATIONAL MODES). STUDENTS WILL READ AND DISCUSS A CONVERSATIONAL POEM BY ROSARIO CASTELLANOS ("AUTORETRATO") AND LEARN ABOUT ART THAT DEPICTS DAILY LIFE (DIEGO VELÁZQUEZ). A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL SHARE AN ANECDOTE (AS AN E-MAIL, SHORT PARAGRAPH OR CONVERSATIONAL POEM) ABOUT SOMETHING FUNNY OR EMBARRASSING THAT HAPPENED IN THE PAST USING THE PRETERIT AND THE IMPERFECT TENSES (PRESENTATIONAL MODE).

#### THEME 4: HEALTH AND WELL-BEING

STUDENTS WILL BE INTRODUCED TO VOCABULARY FOR TALKING ABOUT HEALTH AND ILLNESS, AND GIVING ADVICE AND RECOMMENDATIONS. STUDENTS WILL LEARN GRAMMAR INCLUDING THE SUBJUNCTIVE IN NOUN CLAUSES, COMMAND FORMS, AND POR AND PARA. FOCUSING ON SOUTH AMERICA, STUDENTS WILL GAIN CULTURAL UNDERSTANDING ABOUT COLUMBIAN HERBAL MEDICINE, CICLOVÍA AS A FORM OF COMMUNITY RECREATION, AND HEALTH SYSTEMS IN VARIOUS SPANISH-SPEAKING COUNTRIES. STUDENTS WILL WATCH A VIDEO ABOUT PHARMACIES IN ECUADOR AND A SHORT FILM ABOUT A RELATIONSHIP BETWEEN THE YOUNG AND THE OLD AND A PERSON LIVING IN A NURSING HOME, AND A DIFFICULT SITUATION THAT BECOMES EVEN MORE COMPLICATED ("ÉRAMOS POCOS"). STUDENTS WILL ALSO LEARN ABOUT A FIGHT AGAINST A TERRIBLE DISEASE IN COLUMBIA ("CEGUERA DE LOS RÍOS"). A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL PRODUCE A DIALOG BETWEEN A SICK PATIENT AND A DOCTOR, USING NEWLY ACQUIRED VOCABULARY, COMMAND FORMS AND THE SUBJUNCTIVE MOOD (INTERPERSONAL AND PRESENTATIONAL MODES).

#### THEME 5: TRAVEL

STUDENTS WILL BE INTRODUCED TO VOCABULARY RELATING TO TRIPS, LODGING, SECURITY AND ACCIDENTS, AND TOURING. STUDENTS WILL LEARN GRAMMAR INCLUDING COMPARATIVES AND SUPERLATIVES; NEGATIVE, AFFIRMATIVE AND INDEFINITE EXPRESSIONS; AND THE SUBJUNCTIVE IN ADJECTIVE CLAUSES. STUDENTS WILL EXPAND THEIR ABILITY TO MAKE COMPARISONS, USE NEGATIVE, AFFIRMATIVE AND INDEFINITE EXPRESSIONS AND EXPRESS UNCERTAINTY AND INDEFINITENESS. FOCUSING ON THE CULTURE OF CENTRAL AMERICA, STUDENTS WILL LEARN ABOUT LA RUTA DEL CAFÉ, VEGETABLES NATIVE TO LATIN AMERICA, THE PANAMA CANAL AND PLANNING A VACATION TO COSTA RICA. STUDENTS WILL LEARN HOW TO TALK ABOUT CHANCE AND COINCIDENCE BY EXPANDING ON A SHORT FILM ABOUT A MISPLACED ITEM OF VALUE ("EL ANILLO") (INTERPRETIVE MODE). STUDENTS WILL LEARN ABOUT MAGICAL REALISM ("LA LUZ ES COMO EL AGUA" BY GABRIEL GARCÍA MARQUEZ) AND THE MAYAN EMPIRE ("LA RUTA MAYA"). A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL WORK IN GROUPS TO TALK ABOUT A FICTITIOUS TRIP THEY TOOK IN CENTRAL AMERICA. THEY WILL COMPARE THEIR TRIP WITH ANOTHER GROUP, USING COMPARATIVE WORDS AS WELL AS AFFIRMATIVE AND NEGATIVE EXPRESSIONS (INTERPERSONAL AND PRESENTATIONAL MODES).

#### THEME 6: NATURE AND THE ENVIRONMENT

STUDENTS WILL BE INTRODUCED TO VOCABULARY RELATED TO NATURE, ANIMALS, NATURAL PHENOMENA AND THE ENVIRONMENT. STUDENTS WILL LEARN AND REVIEW GRAMMAR INCLUDING THE FUTURE TENSE, THE SUBJUNCTIVE IN ADVERBIAL CLAUSES, AND PREPOSITIONS A, HACIA AND CON. STUDENTS WILL EXPAND THEIR ABILITY TO DESCRIBE AND NARRATE IN THE FUTURE; EXPRESS PURPOSE, CONDITION, AND INTENT; AND DESCRIBE RELATIONSHIPS BETWEEN THINGS/PEOPLE/IDEAS. WITH A FOCUS ON THE CARIBBEAN, STUDENTS WILL LEARN ABOUT CORAL REEFS, SUBMARINE PARKS, TROPICAL FORESTS (EL YUNQUE NATIONAL FOREST), AND ENVIRONMENTAL CONSERVATION ON THE PUERTO RICAN ISLAND OF VIEQUES. STUDENTS WILL DISCUSS THE ISSUE OF DROUGHT AND WATER SHORTAGE BY WATCHING A SHORT FILM ("EL DÍA MENOS PENSADO") (INTERPRETIVE MODE). STUDENTS WILL LEARN HOW AN AUTHOR DEPICTS THE PASSING OF TIME THROUGH THE NATURAL PHENOMENON OF AN ECLIPSE (EL ECLIPSE) AND THE CONSERVATION

# Chino Valley Unified School District

## High School Course Description

EFFORTS OCCURRING TO PROTECT THE BIOLUMINESCENCE IN VIEQUES, PUERTO RICO. A CRITICAL THINKING PROJECT WILL BE GIVEN AT THE END OF THE UNIT. FOR EXAMPLE, STUDENTS WILL WORK IN PAIRS TO PREPARE A TOURISM BROCHURE TO A LOCAL NATIONAL PARK IN THE SPANISH-SPEAKING WORLD USING THE UNIT VOCABULARY AND THE FUTURE TENSE (INTERPRETIVE AND PRESENTATIONAL MODES).

### 3. Key Assignments:

Performance indicators in Communication include:

- Role-play of conversations
- Sharing of opinions with classmates on familiar topics of interest, e.g., films, musical groups, athletic teams
- Describing the weather in different regions
- Demonstrating understanding of an authentic hotel guide by matching particular hotels to written descriptions of specific travelers' needs
- Demonstrating understanding of foreign cultural travel ads by identifying destination, price, departure/arrival times, and intermediate stops of the trip
- Demonstrating understanding of authentic catalogue order forms or job application forms by appropriately filling them out
- Creating short written pieces such as children's "books" or travel brochures
- Writing a letter to an advice column explaining a personal problem and requesting help in solving it
- Selecting a famous tourist attraction in the foreign culture and describe (orally or in writing) certain aspects of the attraction, e.g., history, architecture, current relevance, etc.

Performance indicators in Culture include:

- Listing cultural similarities and differences observed in a film or a literary work from the foreign culture, e.g., family roles and relationships, methods of conflict resolution, use of leisure time
- Listing ways in which geographical features have affected culture, e.g., the development of winter sports in the mountains, eating more seafood along the coast, etc.
- Conducting research on the regional differences in a province or country in which the foreign language is spoken and explain how geography and/or history influences such differences, e.g., language, cooking, style of homes, clothing, etc.
- Researching traditional clothing of various regions of the countries where the foreign language is spoken and explain the influence of geography and climate
- Discussing the importance of and identify possible causes for identified current events in the foreign culture
- Comparing attitudes toward the use of alcoholic beverages in the foreign culture and the United States

Performance indicators in Connections include:

- Conducting Internet research on contemporary cultural practices and products of the foreign culture
- Presenting findings from foreign culture media research (e.g., magazines, newspapers, Internet, TV stations, etc.) on selected topics of contemporary society
- Viewing current videos to understand the roles of males and females in the foreign culture
- Using a variety of authentic sources to prepare reports on topics of personal interest, comparing foreign culture perspectives to information available on the same topics from an American viewpoint

Performance indicators in Comparisons include:

- Applying the correct possessive structures in communicating in the foreign language
- Explaining the historical reasons for specified place names in California
- Reading a poem with correct intonation, phrasing, and stress

# Chino Valley Unified School District

## High School Course Description

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- Noting and explaining foreign culture contributions (e.g., advertising, architectural styles, etc.) as evidence in the print media in the United States

Performance indicators in Communities include:

- Asking informed, comprehensible questions that can be answered by a native guest speaker, following a presentation
- Initiating a conversation or respond in the foreign language when encountering the foreign language teacher or other speakers of the language outside the classroom
- Inviting identified community members to class to explain how they use the foreign language in their occupations, e.g., health care workers, executive assistants in corporations, police officers, etc.
- Attending a performance of a ballet or theatrical play representative of the foreign culture
- Attending an international soccer game

#### **4. Instructional Methods and/or Strategies:**

Communication is primarily in Spanish, practice is provided in oral and written communication, and there is an emphasis on cultural comparisons.

#### **5. Assessment Including Methods and/or Tools:**

THE EVALUATION OF STUDENT PROGRESS AND EVALUATION WILL BE BASED ON THE FOLLOWING CRITERIA OUTLINED IN BOARD POLICY:

- ASSESSMENTS: 60-75% OF THE FINAL GRADE
- ASSIGNMENTS AND CLASS DISCUSSIONS: 25-40% OF THE FINAL GRADE

**CHINO VALLEY UNIFIED SCHOOL DISTRICT**

**Our Motto:**

Student Achievement • Safe Schools • Positive School Climate  
Humility • Civility • Service

**DATE:** June 29, 2017

**TO:** Members, Board of Education

**FROM:** Wayne M. Joseph, Superintendent

**PREPARED BY:** Lea Fellows, Assistant Superintendent, Human Resources  
Suzanne Hernandez, Ed.D., Director, Human Resources  
Richard Rideout, Director, Human Resources

**SUBJECT: REVISION OF BOARD POLICY 4216 CLASSIFIED PERSONNEL –  
PROBATIONARY/PERMANENT STATUS**

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**BACKGROUND**

Board policies, administrative regulations, and bylaws of the Board are routinely developed and revised as a result of changes in law, mandates, federal regulations, and current practice. Board Policy 4216 is being revised to match negotiated language that was updated in the California School Employees Association, Chino Chapter 102, Collective Bargaining Agreement.

This item was presented to the Board of Education on April 6, 2017, as information. This item is being brought back for a second reading to further clarify the probation periods for both newly hired employees and current employees hired in a new position.

New language is provided in UPPER CASE while old language to be deleted is ~~lined through~~.

Consideration of this item supports the goals identified within the District's Strategic Plan

**RECOMMENDATION**

It is recommended the Board of Education receive for information the revision of Board Policy 4216 Classified Personnel – Probationary/Permanent Status.

**FISCAL IMPACT**

None.

WMJ:LF:SH:RR:mcm

**PROBATIONARY/PERMANENT STATUS**

Employees newly hired in regular positions ~~or promoted to higher level positions~~ within the classified service shall be considered probationary employees until having satisfactorily completed the designated probationary period of ~~six~~ SEVEN WORKING months.

PERMANENT EMPLOYEES WHO ACCEPT EMPLOYMENT IN ANOTHER CLASSIFICATION THROUGH A PROMOTION SHALL BE CONSIDERED PROBATIONARY EMPLOYEES UNTIL HAVING SATISFACTORILY COMPLETED THE DESIGNATED PROBATIONARY PERIOD OF SIX MONTHS.

Regular classified employees who have satisfactorily completed the designated probationary period shall become permanent classified employees of the District.

Legal Reference:

EDUCATION CODE

45113 Rules and regulations for classified service in districts not incorporating the merit system

**Chino Valley Unified School District**

Policy adopted: November 16, 1995

REVISED: